



The regular meeting of the council of the Village of Hussar will be held in Council Chambers and via conference call on Tuesday, November 19, 2024 starting at 7:00 p.m.

- 1. CALL TO ORDER**
- 2. ACCEPTANCE OF AGENDA**
- 3. ADOPTION OF THE PREVIOUS MINUTES**
 - (a) October 10, 2024 Organizational Meeting
 - (b) October 10, 2024 Regular Council Meeting
 - (c) October 10, 2024 MPC
- 4. POLICY & BYLAW REVIEW**
 - (a) Bylaw Review
 - NEW 506-16 CAO Bylaw
 - (b) Policy Review
 - 2.2 Fire Ban Policy
 - 3.4 Policy and Bylaw Review - CHANGES
 - 5.1 Office Hours of Operation
 - 5.7 Annual Budgeting Process
 - 6.1 Snow Removal – CHANGES
 - 7.4 Sewer Backup
 - 8.1 Health & Safety
 - 8.2 Work Alone
- 5. BUSINESS**
 - (a) VFIS – Councillor Benefit Coverage
 - (b) ABmunis Event Dates for 2025
 - (c) Christmas Bonus
 - (d) Canada Summer Jobs 2025
 - (e) CAO Vacation
 - (f) Palliser AGM
 - (g) Fine Arts Society – Halloween Party Candy Donation
 - (h) December Payroll and Holiday Office Closure
 - (i) Invitation to Strathmore Presentation
 - (j) LGSG Application Request
 - (k) SSRP – 10 year Review Engagement Session
 - (l) RV parking on residential lot
- 6. FINANCIAL**
 - (a) October 2024 Bank Reconciliation and Cheque Listing
 - (b) 2025 Budget
 - (c) 5 Year Equipment plan
- 7. COMMITTEE REPORTS**
- 8. CAO, PW & JG REPORT**
- 9. CORRESPONDENCE**
 - (a) Designation of Affordable Housing Accommodation
 - (b) Alberta Police Advisory Board Communique

- (c) RCMP October Memo
- (d) Palliser – Notification of Change to Subdivision Processing
- (e) Water availability engagement
- (f) ABmunis - Share the impact of provincial decisions on property taxpayers
- (g) LGFF – 2026 Allocations
- (h) ABmunis Conference Response from Ric McIver

10. ADJOURNMENT

Next Meeting: Thursday, December 12, 2024 (Council Chambers and via. Conference call)

**VILLAGE OF HUSSAR
MUNICIPAL PLANNING COMMISSION MEETING
MINUTES
Thursday, October 10, 2024**

The Municipal Planning Commission meeting of the Council of the Village of Hussar was held in Council Chambers on Thursday, October 10, 2024, commencing at 10:51 pm

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 10:51 pm

ACCEPTANCE OF
AGENDA

2024-10-10-1059 MOVED by Councillor Schindel that the agenda be accepted as presented
CARRIED

DEVELOPMENT
PERMIT

Development Permit 2024-005 Discretionary Use – Manufactured Home

2024-10-10-1060 MOVED by Councillor Schultz to extend the meeting to 11:15pm
CARRIED

2024-10-10-1061 MOVED by Councillor Frank to approve the Development Permit 2024-005 Discretionary Use - Manufactured Home with the requested 20% variance for the West side yard included
CARRIED

ADJOURNMENT Meeting adjourned at 11:10pm

These minutes approved this _____ day of _____, _____.

Les Schultz
Mayor

Elizabeth Santerre
Chief Administrative Officer

**VILLAGE OF HUSSAR
ORGANIZATIONAL MEETING
MINUTES
Thursday, October 10, 2024**

The organizational meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, October 10, 2024, commencing at 7:00 pm

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

CALL TO ORDER The CAO calls the meeting to order at 7:00 pm

ELECTION OF MAYOR The CAO calls for nominations for the positions of Mayor for the ensuing year

Councillor Frank nominated Councillor Schultz for the position of Mayor
Councillor Schindel seconded the nomination

The CAO calls for further nomination for the position of Mayor; no other nominations were forthcoming.

The CAO asks if Councillor Schultz accepts the nomination of Mayor

Les Schultz accepts the nomination of Mayor

The CAO declares Councillor Schultz as the Mayor for the ensuing year

ELECTION OF
DEPUTY MAYOR

The CAO calls for nominations for the position of Deputy Mayor for the ensuing year

Councillor Schultz nominates Councillor Schindel for the position of Deputy Mayor

The CAO calls for further nominations for the position of Deputy Mayor; no other nominations were forthcoming

The CAO asks if Councillor Schindel accepts the nomination of Deputy Mayor

Coralee Schindel accepts the nomination of Deputy Mayor

The CAO declares Councillor Schindel as the Deputy Mayor for the ensuing year

The CAO gives Mayor Schultz the chair for the remainder of the meeting

**VILLAGE OF HUSSAR
ORGANIZATIONAL MEETING
MINUTES
Thursday, October 10, 2024**

**BOARD &
COMMITTEE
APPOINTMENTS**

Council Committees

- Cemetery Committee – Councillor Frank
- Drumheller & District Solid Waste Management – Councillor Frank / Councillor Schultz as the alternate
- Hussar Municipal Library Board – Councillor Schindel
- Hussar Rural Fire Association – Councillor Frank / Councillor Schindel as the alternate
- Intermunicipal Development Plan Committee (IDP) – Councillor Frank, Councillor Schultz / Councillor Schindel as the alternate
- Palliser Regional Municipal Services – Councillor Schindel / Councillor Schultz as the alternate
- Wheatland County Joint Assessment Review Board – Councillor Frank, Councillor Schultz and Councillor Schindel
- Wheatland Family & Community Support Services – Councillor Schindel / Councillor Schultz as the alternate
- Wheatland Housing Management Representative – Councillor Schultz
- Wheatland Regional Corporation – Councillor Frank / Councillor Schultz as the alternate
- Wheatland Regional Emergency Advisory Committee – Councillor Schultz / Councillor Frank as the alternate
- Wheatland Regional Partnership – Councillor Schultz, Councillor Schindel and Councillor Frank
- Wheatland & District Emergency Medical Services Association – Councillor Schultz / Councillor Schindel as the alternate
- Wildrose Community Futures – Councillor Schultz / Councillor Schindel as the alternate
- Southern Alberta Energy from Waste Association – Councillor Frank / Councillor Schindel as the alternate

2024-10-10-1018

MOVED by Councillor Schultz to make the appointments to the committees as discussed

CARRIED

**VILLAGE OF HUSSAR
ORGANIZATIONAL MEETING
MINUTES
Thursday, October 10, 2024**

- Board & Position Ratification
- 2024-10-10-1019 Ratifications MOVED by Councillor Frank to ratify the following position:
Hussar Municipal Library Board – 3 year term – Kristen Anderson, Nikki Brown, Tim Frank and Jennifer Armstrong
CARRIED
- 2024-10-10-1020 MOVED by Councillor Frank to ratify the following position:
Hussar Municipal Library Board – Auditor – 1 year term (24/25) – Carol Santerre
CARRIED
- 2024-10-10-1021 MOVED by Councillor Schultz to ratify the following position:
Hussar Rural Fire Department - Chief – Mike Hager
CARRIED
- Emergency Management Services
- 2024-10-10-1022 Emergency Management MOVED by Councillor Schultz that Liz Santerre be appointed as Director of Emergency Management Services
CARRIED
- Assessment Review Board Clerk
The CAO will find out how to get the training for the Assessment Review Board Clerk
- Assessor
- 2024-10-10-1023 Assessor MOVED by Councillor Schindel to appoint Rod Vikse, as Wild Rose Assessment Services as our Assessor
CARRIED
- Subdivision and Development Appeal Board
- 2024-10-10-1024 ISDAB MOVED by Councillor Schultz to appoint the CEO of Palliser Regional Municipal Services as our Intermunicipal Subdivision and Development Appeal Board Clerk
CARRIED
- Auditor
- 2024-10-10-1025 Auditor MOVED by Councillor Schindel to appoint Vista Accounting Chartered Professional Accountant as our auditor which will be for the next year
CARRIED

VILLAGE OF HUSSAR
ORGANIZATIONAL MEETING
MINUTES
Thursday, October 10, 2024

LEGISLATIVE BYLAWS
AND POLICIES

Review of Legislative Policies, Procedural Bylaw and Code and Conduct Bylaw.

2024-10-10-1026 MOVED by Councillor Frank to give Bylaw 561-24 being our Procedural Bylaw second reading
CARRIED

2024-10-10-1027 MOVED by Councillor Schultz to bring Bylaw 561-24 the Procedural Bylaw forward for third reading
CARRIED

2024-10-10-1028 MOVED by Councillor Schindel to give Bylaw 561-24 the Procedural Bylaw the third and final reading
CARRIED

Continue Review of Legislative Policies, Procedural Bylaw and Code and Conduct Bylaw.

2024-10-10-1029 MOVED by Councillor Schultz to acknowledge that Council has reviewed the Legislative policies and the Procedural Bylaw and the Code Of Conduct Bylaw and has instructed the CAO to make any changes to these policies as discussed and bring them back next meeting
CARRIED

VILLAGE OF HUSSAR
ORGANIZATIONAL MEETING
MINUTES
Thursday, October 10, 2024

COUNCIL MEETING

DATES

2024-10-10-1030

MOVED by Councillor Schindel that the Regular Council Meetings be held every Second Thursday apart from November 14th which will be moved to November 19th and that they be held at 7:00 p.m. in Council Chambers as per the noted dates below;

November 19, 2024

December 12, 2024

January 9, 2025

February 13, 2025

March 13, 2025

April 10, 2025

May 8, 2025

June 12, 2025

July 10, 2025

August 14, 2025

September 11, 2025

October 9, 2025

CARRIED

ADJOURNMENT

The meeting was adjourned at 7:54 pm

These minutes approved this _____ day of _____, _____.

Les Schultz
Mayor

Elizabeth Santerre
Chief Administrative Officer

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, October 10, 2024**

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, October 10, 2024, commencing at 7:00 pm

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

CALL TO ORDER The meeting was called to order at 6:56 pm

ACCEPTANCE OF
AGENDA

2024-10-10-1031 MOVED by Councillor Schindel that the agenda be accepted as presented
CARRIED

APPROVAL OF
MINUTES

2024-10-10-1032 August 8, 2024 Regular Council Meeting
MOVED by Councillor Schultz that the minutes of August 8, 2024 be accepted as presented
CARRIED

2024-10-10-1033 September 12, 2024 Regular Council Meeting
MOVED by Councillor Schindel that the minutes of September 12, 2024 be accepted as presented
CARRIED

2024-10-10-1034 September 12, 2024 Municipal Planning Committee Meeting
MOVED by Councillor Frank that the minutes of September 12, 2024 be accepted as presented
CARRIED

DELEGATION

2024-10-10-1035 Jennifer Armstrong
MOVED by Councillor Schindel to pay the full cost of sewer repair on 240 1st Ave West, of \$3,871.70 as the break was fully on Municipal property
CARRIED

Recess at 7:12pm – Back at 8:12pm

POLICY & BYLAW
REVIEW

Bylaw Review
The following Bylaws were reviewed without changes;
• Public Notification 520-18

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, October 10, 2024**

- 2024-10-10-1036 Policy Review
The following Policy was reviewed without changes;
- 4.12 Vehicle Use Policy

 - 6.1 Snow Removal
- 2024-10-10-1037 MOVED by Councillor Schindel to have Admin reach out to Lot 263's owner and notify them of the changes to snow removal and that all liability will be theirs on those lots moving forward
CARRIED
- 2024-10-10-1038 MOVED by Councillor Schultz for Administration to go over our Snow Removal Policy 6.1 with the Public Works Foreman and make any changes that they think might be necessary to how the snow is removed and any other changes you deem necessary to this policy
CARRIED
- BUSINESS Ratify – Fire ban change to advisory/Remove Advisory
- 2024-10-10-1039 MOVED by Councillor Frank to implement the fire advisory in the Village of Hussar effective September 17, 2024, and remove the advisory on October 3rd, 2024
CARRIED
- 2024-10-10-1040 NG911
MOVED by Councillor Schultz to sign this agreement for the Local Government Service Agreement with NextGen 911
CARRIED
- 2024-10-10-1041 Generator Quote
MOVED by Councillor Schultz to accept as information until we hear back from WRC about their possible Generator they have for sale
CARRIED
- 2024-10-10-1042 MOVED by Councillor Schindel for our CAO to find comparables of refurbished and new generators or Generacs and bring it back to our next meeting
CARRIED
- 2024-10-10-1043 Marigold Schedule C
MOVED by Councillor Schindel to accept the proposed Marigold Library System per capita levy rates for 2025 and 2026 Schedule C requisition for Marigold Library System and sign the agreement
CARRIED

VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, October 10, 2024

2024-10-10-1044 3rd Animal approval request for new resident
MOVED by Councillor Frank to approve the third animal
CARRIED

2024-10-10-1045 Flooding at 205 2nd Ave
MOVED by Councillor Schultz to accept as information at this time
CARRIED

2024-10-10-1046 Film Opportunity
MOVED by Councillor Schindel to accept this as information at this time
CARRIED

2024-10-10-1047 Sewer Scope
MOVED by Councillor Schultz to accept this Sewer Scope as information
at this time and have administration setup a meeting with the lining
company to come to council and be a delegation at a meeting
CARRIED

2024-10-10-1048 Masonic Lodge Discussion
MOVED by Councillor Frank for the Village to pay the entire legal bill
concerning the acquisition of the Masonic Lodge
CARRIED

FINANCIAL
2024-10-10-1049 September 2024 Bank Reconciliation and Cheque Listing
MOVED by Councillor Schindel to accept the September 2024 Bank
Reconciliation and Cheque Listing as presented
CARRIED

2024-10-10-1050 Q3 Budget Variance Report
MOVED by Councillor Schultz to accept our Budgetary Variance report
for Quarter 3 as presented
CARRIED

2024-10-10-1051 5 Year Equipment Plan
MOVED by Councillor Schindel to have Liz make changes to the 5 year
equipment plan as discussed and bring it back to the next meeting
CARRIED

COMMITTEE
REPORTS
Tim Frank
No Report

Coralee Schindel
No Report

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, October 10, 2024**

Les Schultz

WADEMSA Wheatland & Adjacent District Emergency Medical Services Association.

- Call volume as of August 31st was 2017 calls, down from last year at this time of 2515 calls.
- Union negotiations are ongoing.
- A new dispatch console has been installed.
- A voice log-in recorder has been installed and records the radio calls as well.
- Contract negotiations with AHS for a new contract are ongoing with a letter being sent about bridge funding until Dec.31st and then hopefully an extension until March of 2026 which is a deadline to have a new contract in place.
- Next meeting is October 21st, 2024

WHMB Wheatland Housing Management Body Sept 19th, 2024

- The new roof installation at the time of the meeting was almost complete and was on budget and possibly slightly under budget.
- The housing body sent a letter to Wheatland County requesting participation in Mediation of some ongoing issues that were identified in the 3rd party Governance review, and the suggestion that if they could not be resolved, then mediation could be the answer. Wheatland refused.
- Wheatland Housing wishes to create a Capitol Maintenance Reserve fund and is entitled to do so and then requisition funds from municipalities. All municipalities must agree to do this before it can be set up. So far, the County has said no but the decision on how to proceed has been deferred to the next meeting.
- There was quite a one-sided article printed in the Drumheller Mail that required some discussion. It was from the County perspective and nothing from the Housing body spokesperson. The County representatives on the board had not even seen it.
- A lot of time went into going over the Operational Review. Even though this is a normal practice for the Provincial Govt, there had not been one done since before covid times, so they are starting this again, nothing new. We went through it with the CAO line by line.

**VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, October 10, 2024**

- Only a couple things left to be completed from the Action Plan coming from the Governance Review with one of them being to publish an Annual Report.
- Upcoming meetings are : Oct. 17th, Nov. 21st and no meeting in December but a Resident Christmas party on Dec. 19th. That the board is welcome to attend.

CFWR Community Futures Wild Rose

I had 2 meetings on Oct.3rd at the CF office, the first meeting was at 5:30pm and was a personnel committee meeting to discuss the yearly performance evaluation of Chantale the CAO. It lasted right up until 7 pm with supper provided. We then went right into the regular meeting.

- CFWR will be starting a 2025 campaign called Heart of the community where during their community's timeline, anyone can nominate a business or small business in their community for their contributions to the enrichment of their community or make some positive impact on it. The winner in each quadrant will receive a \$1000 award and recognition for their contribution.
- A strategic planning session is being set up for some time in May of 2025.
- A motion was made to send a letter of support to the federal govt' to continue funding the Digital Economy programs that have been very successful and well received, as most who took part in the sessions showed interest in having the continuing support if it was made available to them.
- Renovation quotes have been sent out to renovate the unused space in the basement that could be turned into additional office space and meeting rooms. The need is there for such space, and it could be rented out. Cost could be anywhere from 90 to 150 thousand.
- December 5th is the date for a Christmas meeting and event and will be held at a new client restaurant, "Mama Greeks " greek restaurant and have entertainment.
- I am registered for the EDA Community Economic Resilience course being held on Oct. 21st from 9am to 3pm at the CFWR office.
- Next meeting is November 2nd, 2024

VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES

Thursday, October 10, 2024

WFCSS Wheatland Family and Community Support Services. As councillor Schindel's alternate for this committee I was happy to attend.

- \$2535.00 in CVITP grant funding has been approved.
- The annual FCSSAA conference will be held at the Fantasyland Hotel in Edmonton again from November 13th to 15th 2024 with a full registration fee of \$495.00 and WFCSS has budgeted for 3 members to attend.
- The office lease agreement with Wheatland County was tabled until the next meeting with some clarification needed.
- Crystal is seeking help from Community Futures with a proposal for Audit Services. And this will come back to the board next meeting.
- BTG or Bridging the Gap program which is dedicated to serving the 55 + age group in Wheatland and Strathmore will be seeking funding through WFCSS for programs such as Lunch and Learn, Meals on Wheels, Compass for the Caregiver and helps direct seniors to these programs and provides an avenue for senior volunteerism in the community.
- There was a staff clothing proposal presented but will come back with prices on shirts and jackets and will possibly need to be added to the budget.
- Transportation assistance like the Handi-Bus has been discontinued for now and will be re-visited after finding grant money for it.
- The "Drive Happy" organization is looking for volunteer drivers.
- The "Backpack Program" had 30 families in total benefit with school supplies and fees being paid for them and there will be follow up done with surveys going out, possibly in late Oct. or in Nov.
- 5 for Life Collective Cooking will start in November with a session scheduled in partnership with Hussar Playschool.
- 2 new staff with training ongoing. (Deanna and Chris)
- Chair Shannon Laprise presented some FCSS funding resolutions likely to be presented at the RMA Convention.

2024-10-10-1052

MOVED by Councillor Schultz to accept all the Committee Reports as presented and have them entered into the minutes

CARRIED

2024-10-10-1053

Public Works and JG Water Services Reports

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

VILLAGE OF HUSSAR
REGULAR COUNCIL MEETING
MINUTES
Thursday, October 10, 2024

CARRIED

2024-10-10-1054 CAO Report
MOVED by Councillor Schindel to get our CAO to instruct 235 2nd Ave East to Board up building to ensure no entry and fence property by October 18th, 2024

CARRIED

2024-10-10-1055 MOVED by Councillor Schindel to add a bank account for MSI

CARRIED

2024-10-10-1056 MOVED by Councillor Schultz to notify the property owner at property located on 204 1st Ave to have properties in question fenced for security and safety by October 18th, 2024

CARRIED

2024-10-10-1057 MOVED by Councillor Schindel to accept the CAO Report as presented

CARRIED

2024-10-10-1058 MOVED by Councillor Schindel to accept the following correspondence as presented;

Marigold Levy Population letter
RCMP Monthly Report
Taxercise Final Report
2024 Alberta Municipalities Board Election
Survey - federal carbon tax impact on municipalities
WHMB Operational Review

CARRIED

ADJOURNMENT The meeting was adjourned at 10:43 pm

These minutes approved this _____ day of _____, _____.

Les Schultz
Mayor

Elizabeth Santerre
Chief Administrative Officer

**BYLAW #506-16
VILLAGE OF HUSSAR**

A BYLAW OF THE VILLAGE OF HUSSAR IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE POSITION OF CHIEF ADMINISTRATIVE OFFICER AND TO DEFINE THE DUTIES, POWERS AND FUNCTIONS OF THAT POSITION.

WHEREAS, the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and amendments thereto, authorizes Council to pass bylaws for the purpose of establishing the position of Chief Administrative Officer;

AND, the Council may in accordance with Section 203 of the *Municipal Government Act*, delegate any of its executive and administrative duties and powers and functions;

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

PART I: BYLAW TITLE

- 1.1 This bylaw shall be known as the “Chief Administrative Officer Bylaw”.

PART II: DEFINITIONS

- 2.1 *Act* means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments.
- 2.2 *Chief Administrative Officer* or *CAO* means the person appointed to the position of Chief Administrative Officer by Council.
- 2.3 *Council* means the council of the Village of Hussar.

PART III: APPOINTMENT, TERMS AND CONDITIONS

- 3.1 Council hereby establishes the position of Chief Administrative Officer.
- 3.2 Council shall, by resolution, appoint an individual to the position of Chief Administrative Officer.
- 3.3 Council may, by resolution, appoint an Interim CAO. The Interim CAO shall act as the CAO if the CAO becomes ill or is otherwise preventing from fulfilling the roll of the CAO. The CAO may appoint an Acting CAO where such absences are for a period of less than one month.
- 3.4 Except for the purpose of an official inquiry, the Council shall deal with the administration and control thereof solely through the CAO.
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PART IV: RESPONSIBILITIES

- 4.1 The CAO's responsibilities shall be in accordance of Section 207 of the *Act*.

PART V: ADMINISTRATIVE DUTIES

- 5.1 The CAO must ensure that all powers, duties and functions are performed in accordance with Section 208 of the *Act* and any other enactment.
- 5.2 In order to carry out the responsibilities of the position, the CAO has the authority to:
- 5.2.1 hire, dismiss, promote, demote, reward or discipline any municipal employee;
 - 5.2.2 implement any internal reorganization of responsibilities and duties required for the effective and efficient operation of the municipality. If a major organizational change is effected, the CAO shall report on such expenditure and its need is presented to the next meeting of Council;
 - 5.2.3 be present at any meeting of Council or committee of council;
 - 5.2.4 in the case of an emergency, incur any expenditure not previously approved by Council provided a detailed report on such expenditure and its need is presented to the next meeting of Council;
 - 5.2.5 negotiate contracts, agreements and transactions required for the effective operation of the municipality and to recommend the approval of such to Council;
 - 5.2.6 conclude contracts on behalf of the municipality to a financial limit established by policy or resolution;
 - 5.2.7 sign any order, agreement, cheque, negotiate instrument or document made or executed on behalf of the municipality;
 - 5.2.8 take such other actions as necessary to carry out the responsibilities and duties assigned by Council;
- in accordance with any bylaw or approved policy of Council.
- 5.3 In accordance with Section 209 of the *Act*, delegate any of the CAO's powers, duties or functions under the *Act*, or any other enactment or bylaw to a Designated Officer or an employee of the municipality.
-

PART VI: SEVERABILITY

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

PART VII: REPEAL

7.1 All previous Chief Administrative Officer Bylaws or similar bylaws are hereby repealed.

PART VIII: ENACTMENT

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

READ a first time this 24 day of May, 2016.

READ second time this 24 day of May, 2016.

READ a third time this 24 day of May, 2016.

Signed this 9 day of June, 2016.



Mayor



Chief Administrative Officer

FIRE BAN POLICY

Date Approved by Council: September 22, 2016

Resolution: 2016-09-22-07

Review Date: November

Related Bylaw: 501-15 Fire Bylaw

Amendments: 2019-06-13-113; 2021-11-10-602

Policy Statement

This policy provides guidance for the issuance and removal of fire bans within the Village of Hussar as per Section 6 of Bylaw #501-15, also known as the Fire Bylaw.

Definitions

Fire Advisory is used as a warning that a more restrictive fire ban may be coming if conditions do not improve, as well as to remind individuals to be cautious of igniting fires.

Fire Restriction no open burning is allowed; suitable household fire pits and barbeques that utilize solid fuels (wood, briquettes, etc.) are allowable.

Fire Ban no burning of any type is allowed, this includes household fire pits and barbeques that utilize solid fuels (wood, briquettes, etc.); use gas and propane barbeques is still permitted.

Guidelines

The Fire Chief may issue or remove a fire advisory, restriction or ban at any time in consultation with the CAO or Council.

The Village Council, as per the Municipal Government Act, may only issue or remove a fire advisory, restriction or ban by resolution of Council.

The Chief Administrative Officer may issue or remove a fire advisory, restriction or ban only upon discussion with the mayor and councillors of the Village. If the mayor and councillors of the Village are unavailable to the CAO for any reason, the CAO must first attempt contact with the Fire Chief prior to issuing or removing a fire advisory, restriction or ban.

Responsibilities

The Fire Chief is responsible for notifying the Village Office upon the issuance or removal of a fire advisory, restriction or ban.

The Chief Administrative Officer is responsible for ensuring proper notification is provided for the issuance or removal of a fire advisory, restriction or ban. Proper notification includes placing written notification at the Village Office, Post Office, and Campground.

Policy & Bylaw Review

Date Approved by Council: October 19, 2016

Resolution: 2016-10-19-12

Review Date: Organizational Meeting

Related Bylaw: N/A

Amendments: 2020-09-17-224

Policy Statement

It is necessary that all approved Village of Hussar policies and bylaws be reviewed and/or amended on a regular basis.

The Village of Hussar has adopted several policies that direct Council's decision-making process and the day-to-day operations of Administration. The Village recognizes that it is prudent to regularly review these policies to ensure they are an accurate reflection of the Village's principles and procedures. In addition to policies, the Village has several bylaws that govern activities within the Village's boundaries. The Village recognizes that these bylaws should be reviewed to determine whether they are still accurate or necessary.

This policy applies to all Village of Hussar policies and bylaws

Guidelines for policy review

Each approved policy will include a review date upon which the policy will be reviewed by Council at the next Regular Meeting after the review date. Time permitting Council and Administration will try to review at least two policies per Regular Council Meeting. Legislative Policies will be reviewed annually at the Organizational Meeting of Council.

Council and Administration will review the policy and determine if it is accurate, requires amendment or should be rescinded. Policies that are reviewed by Council with no amendments do not require a resolution but a note shall appear in the Minutes listing all policies that were reviewed at that meeting. Council and Administration are encouraged to suggest new policy ideas above and beyond the regular policy review process.

Guidelines for bylaw review

Time permitting Council and Administration will try to review at least one bylaw per Regular Council Meeting. Bylaws 561-24 Procedural and 518-18 Council Code of Conduct will be reviewed annually at the Organizational Meeting of Council.

Council and Administration will review the bylaw and determine if it is accurate, requires amendment or should be rescinded. Bylaws that are reviewed by Council with no amendments do not require a resolution but a note shall appear in the Minutes listing all bylaws that were reviewed at that meeting. Council and Administration are encouraged to suggest new bylaw ideas when they arise

Responsibilities

The Chief Administrative Officer is responsible for filing and organizing approved policies and bylaws and for tracking review dates as well as presenting new and approved policies and bylaws for review to Council. Prior to the review of a proposed policy or bylaw, the CAO will determine if existing policy direction or any other information is already provided in the MGA, existing bylaws, existing municipal policies, employee job descriptions, or any other documents.

Council is responsible for reviewing, accepting and/or amending all policies upon presentation of the policy or bylaw at a meeting of Council.

Office Hours of Operation

Date Approved by Council: September 10, 2015

Resolution: 09.09.15

Review Date: November (review with budget)

Related Bylaw: N/A

Amendments: 2017-01-23-16, 2020-06-11-144, 2022-11-10-342; 2023-11-09-707

Purpose

This policy has been adopted to provide guidelines for the normal business hours of operation for the Village of Hussar Municipal Office.

Guidelines

The Village of Hussar Office will be open Monday to Thursday from 8:00 am to 12:00 pm and from 1:00 pm to 4:00 pm.

The Village Office will be closed between 12:00 pm and 1:00 pm for lunch.

The Village Office will be closed during all Holidays as per Personnel Policy 4.7. When vacation time is taken by the CAO, or the CAO is attending training or meetings the office may remain open by the Administrative Assistant.

The Village Office will be closed for Christmas Break from December 25 to December 31 of each year. Employees will receive pay for holidays as per Personnel Policy 4.7 during this time. On any day during the office closure which is not a holiday as per Policy 4.7, employees will be required to utilize Vacation days to receive full pay for this period. If the employee does not have the required Vacation days to cover the office closure days, council may approve additional vacation days.

The public will be notified of any Office closure via public notice posted at the Village Office, Post Office and on the Village of Hussar's Social Media Sites.

Annual Budgeting Process

Date Approved by Council: November 30, 2017

Resolution: 2017-11-30-03

Review Date: November

Related Bylaws: N/A

Amendments: 2020-09-17-224; 2023-11-09-708

Purpose

The *Municipal Government Act* requires that each year the Village must adopt an annual budget. In addition the Village must prepare a three year financial plan and five year capital plan. This policy provides council, administration and the public with direction in regards to the annual budgeting process for the Village.

Definitions

“Annual budget” means a combined operating budget and capital budget for the calendar year determined on a basis consistent with accounting standards and the *Municipal Government Act*.

“Capital Plan” means the five year capital spending plan of the Village.

“Financial Plan” means the three year operating spending plan of the Village.

“Interim Budget” means a temporary operating budget. An interim budget ceases to have any effect when the annual budget for that calendar year is adopted.

“Strategic Plan” means the four to ten year plan that identifies the critical priorities and outcomes to be achieved by the Village during that time.

Process

A summary of the Village’s annual budget process is as follows:

1. Review of the Strategic Plan
2. Updating of the Financial Plan
3. Adoption of the Interim Budget
4. Updating of the Capital Plan
5. Adoption of the Annual Budget

STRATEGIC PLAN

The Strategic Plan guides the Village along a path and provides focus and purpose to all decisions. Strategic planning is used to determine long-term vision and goals, and to develop the action plan to achieve those goals. It is also a good method for the Village to communicate strategic priorities to staff and citizens.

The Village's Viability Report and 10 Year Capital Plan will be incorporated into Strategic Plan.

Every four years, after the general municipal election, council and staff will meet to renew the Strategic Plan. This renewal process will include the following:

1. Review of the previous Strategic Plan.
2. Discussion on new services, projects or upgrades to be included in the Plan. This discussion may include input from council, staff, community groups, and residents.
3. Prioritization of items within the Strategic Plan. Council will determine which items they would like to complete within the next four years. They may determine in which year they would like to complete each item. All other items will be discussed as to whether they will be included in the plan as "future projects" or if they will be removed from the plan.
4. Review and adoption of the Strategic Plan. Administration will draft the Strategic Plan based on those priorities chosen by Council. The draft plan will be presented to Council for discussion and adoption by resolution.

The Strategic Plan, upon adoption, becomes the guideline for all other financial planning and budgeting decisions for the Village.

Cost estimates are not required to be included in the Strategic Plan. However, cost estimates, as well as direction for funding sources, may be included to help guide other decisions regarding items within the Plan. (For instance, an item may be prioritized within the Strategic Plan but have with it a condition that it must include a specific percentage of grant funding, or that each year a specific amount of revenue be placed in reserves for the project.)

In each year following the adoption of the Strategic Plan, Council will review the plan to ensure that it continues to meet the priorities of the Council and the Village. Minimal changes should be made to the plan at this time.

FINANCIAL PLAN

The Financial Plan is the three-year operating plan for the Village. The three-years referred to do not include the current budget year.

The Financial Plan is drafted by Administration based on reasonable assumptions for future cost and revenue estimates, as well as by including priorities from the Strategic Plan. Council must approve the Financial Plan by resolution.

The Financial Plan must include anticipated total revenues and total expenses by major category, the anticipated annual surplus or deficit, and the anticipated accumulated surplus or deficit.

The Financial Plan will be developed as a rolling plan, meaning that earliest year of the Financial Plan should become the Interim Budget for that year, and an additional year will be added to the end of the Plan. Minor adjustments may be made to the other years if necessary.

INTERIM BUDGET

The Interim Budget must be adopted by Council by December 31st of the previous year. This is to allow Administration to continue to make expenditures prior to the adoption of the Annual Budget.

The Interim Budget is that years' portion of the Financial Plan, with minor adjustments if necessary. It is an operating budget only.

In addition to those items required to be included in the operating budget portion of the Annual Budget, the Interim Budget document presented to Council for adoption will include a comparison of the previous years' budget, the previous years' actual, and the current year budget amounts.

The initial presentation and adoption of the Interim Budget will not include a year-to-year comparison of the tax rate of the Village. However, future budget deliberation and discussion may include a comparison.

CAPITAL PLAN

The Capital Plan is the five-year capital infrastructure plan for the Village. The five-years referred to do not include the current budget year.

The Capital Plan is drafted by Administration based on priorities from the Strategic Plan. Council must approve the Capital Plan by resolution.

The Capital Plan must include planned capital property additions and allocated or anticipated funding sources. Property includes land, land improvements, buildings, engineered structures, and equipment.

The Capital Plan will be developed as a rolling plan, meaning that earliest year of the Capital Plan should become the capital budget for that year, and an additional year will be added to the end of the Plan. Minor adjustments may be made if necessary.

ANNUAL BUDGET

The Annual Budget includes both the operating and capital budgets for the Village and must be adopted by Council no later than June 20th of that year. This is because of the requirement for the mailing of the combined Tax/Assessment Notices.

The Annual Budget is drafted by Administration and is a result of the Interim Budget, including any adjustments as required by Council, and the capital budget. The capital budget is that years' portion of the Capital Plan, with any required adjustments.

The Interim Budget and capital budget may be reviewed and adjusted by Council as often as Council feels is necessary prior to the adoption of the Annual Budget. During this review Council must be presented with a year-to-year comparison of the tax rate and assessment data for the current year and previous year. This comparison must be provided no later than during the final budget discussions prior to the presentation of the Annual Budget.

The operational portion of the Annual Budget must include:

- The amount needed to provide for the council's policies and programs (general operations)
- The amount needed to pay debt obligations
- The amount needed to pay for requisitions
- The amount to be transferred to reserves
- The amount to be transferred to the capital budget
- The amount of annual amortization expenses of tangible capital assets
- The amount needed to recover any shortfall as required by the *MGA*
- The amount of tax revenue
- The amount of grant revenue
- The amount transferred from accumulated surplus funds or reserves
- The amount of any other sources of revenue

The capital portion of the Annual Budget must include:

- The amount needed to complete the capital projects
- The anticipated sources of revenue to pay the costs of the projects
- The amount to be transferred from the operating budget

The Village may not budget for a shortfall (deficit) in the operating portion of its budget. However, for the purposes of determining this shortfall, the amount of annual amortization is not included as it is a non-cash expense.

Budgeting Considerations

The Financial Plan, as well as Interim Budget and Annual Budget will include an annual contingency amount to provide for unanticipated expenditures. Council approval is required before expending the contingency.

The Village will utilize conservative estimates when determining revenues, other than taxation revenues. Review revenue sources to ensure an appropriate balance between property taxes, special taxes, local improvement taxes, franchise fees, and user fees exist.

Council will review the CAO's hours of work and Administrative Policy 5.1 Office Hours of Operation to ensure that tasks associated with customer service and those associated with the administration of the Village are completed efficiently and effectively

Utility rates will be reviewed annually and adjusted to recover the full cost of expenses associated with the service, including garbage, water and sewer services. Council should include a contingency amount within these user fees for unexpected expenditures.

An expenditure may only be made if it is included in the Annual Budget, if it is for an emergency, or is legally required to be paid. If an expenditure is not included in the Annual Budget it must receive approval by council resolution.

The Village will complete capital projects using the highest amount of grant funding available. The Village will attempt to fund all capital projects 100% through grants and reserves where possible.

Service Capacity Review

To align:

- program and service levels
- council and residents' expectations
- available resources and funding

And communication to residents of the importance of full-cost recovery in the operation of village utilities.

SNOW REMOVAL POLICY

Date Approved by Council: November 5, 2014

Resolution:

Review Date: October

Related Bylaw: N/A

Amendments: 2016-11-08-05; 2019-06-13-114; 2021-12-02-635, 2023-10-12-680; _____

Policy Statement

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

Guidelines

PRIORITIES FOR PLOWING

1. Priorities for snow plowing/removal from streets will be as follows:
 - a. FIRST PRIORITY: Single lane pass down all Avenues and Streets
 - b. SECOND PRIORITY: Finishing work in the following order 1st Avenue; 2nd Avenue; Centre Street; 3rd Avenue
 - c. THIRD PRIORITY: Finishing work on all Streets from West to East (with the exception of Centre Street which is done under second priority)
 - d. FOURTH PRIORITY: Back Lanes
 - e. FIFTH PRIORITY: Parking Lots
 - i. Village lot will be cleared as needed,
 - ii. ~~Masons Hall lot will be cleared for the 3rd Wednesday of each month to facilitate meetings,~~
 - iii. Arena lots will be cleared as needed and only if vehicles are not parked in this lot.
 - f. Snow will be removed from the campground road from December 1 to January 15 of each year during the "Light Up the Night" event.

SANDING OF ROADS

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

SNOW DUMP LOCATIONS

3. Snow dumps will be in the following locations:
 - a. Campground (past RV Dump),
 - b. 3rd Ave along campground boulevard (north side from Centre St to 1st St W),
 - c. The old school grounds located at 1st Ave and 2nd Street West
 - d. Other locations will be determined by the CAO and Public Works as needed.

SNOW FENCES

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

SIDEWALKS

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

CONTRACTORS

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

VOLUNTEERS

9. After a heavy snowfall event, Village residents may wish to volunteer to help clear snow from the Village. Any individual or company who volunteers to clear snow in the Village:
 - a. Does so at their own risk and liability, and
 - b. Must clear snow in accordance with this Policy or under the direction of the CAO or Public Works.

10. Any individual or company that utilizes motorized equipment to volunteer to clear snow from the Village must, in addition to Section 9:
 - a. Carry their own liability insurance, and
 - b. Provide a Certificate of Insurance to the Village Office upon request.

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

GENERAL

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

SEWER BACKUP POLICY

Date Approved by Council: September 22, 2016

Resolution: 2016-09-22-06

Review Date: October

Related Bylaw: 539-21 Utility Bylaw

Amendments: 2017-09-14-04; 2021-11-10-604

Policy Statement

The intent of this Policy is to determine the responsibilities of Homeowners and the Village of Hussar when a blockage occurs in a sanitary main.

Definitions

Private Sanitary Sewer Service Line shall mean the portion of the sanitary sewer line which services the private property from the property line to the building.

Sanitary Sewer Service Line shall mean the line that services the private property and connects to the sanitary sewer service main, and includes the Private Sanitary Sewer Service Line and the Village Sanitary Sewer Service Line.

Sanitary Sewer Service Main shall mean the main line of the public utility to which the sanitary sewer service line connects.

Village Sanitary Sewer Service Line shall mean the portion of the sanitary sewer service line which services the private property. It is connected to the sanitary sewer main, and runs to the property line.

General Information

SERVICE BLOCKAGE

The most common cause of a sewer backup is a blockage of the sanitary sewer service line between the home and the Village's sanitary sewer service main. Blockages may be caused by soil settlement, misaligned joints, root infiltration, pipe collapses or debris within the pipe (cooking grease, rags, or other solid debris) that has been flushed down any drain.

SEWER MAIN BACKUP

On rare occasions, a blockage can occur in a Village sanitary sewer service main causing a backup onto a private property. A backup may also occur on private property due to too much water in the sanitary sewer system through either inflow or infiltration. Inflow occurs when storm water or other water enters the sanitary system through downspouts, weeping tile or sump pumps being drained into the sanitary sewer system. Infiltration occurs through cracks, joints, broken pipes or other defects within the sanitary sewer system.

Responsibilities

The property owner (or tenant) is responsible to obtain the services of a plumber or contractor to clear or remove any obstruction in the Sanitary Sewer Service Line.

The plumber or contractor hired by the property owner (or tenant) is responsible to take the necessary steps to clear or remove the obstruction from the Sanitary Sewer Service Line at the building to the Sanitary Sewer Main.

The property owner (or tenant) is responsible to notify the Village Office if no obstruction was found in the Sanitary Sewer Service Line and sewer backup continues.

The property owner is responsible for all maintenance or repairs that may be required within the Sanitary Sewer Service Line, and for adhering to Bylaw #539-21 in its entirety to mitigate the potential for sewer backups.

The Village is responsible for any repairs of defects that occur within the Sanitary Sewer Main.

The property owner (or tenant) is responsible to provide all the information on the Sewer Backup Reimbursement Request Form specified as Schedule A to this policy in order to request reimbursement for any costs associated with a sewer backup that has occurred due to a defect in the Village sanitary sewer service line or the sanitary sewer service main.

The Village is responsible to forward all Sewer Backup Reimbursement Request Forms to the Village's insurance company for determination of liability and reimbursement.

The Village is responsible to act with reasonable expediency to mitigate damage and repair defects within the sanitary sewer service line or the sanitary sewer service main, and to follow the procedures laid out within this policy to the best of their ability.

Procedures

1. The property owner (or tenant) contacts a private plumbing service to clear the Sanitary Sewer Service Line.
 - a. If no blockage is found and the sewer backup continues the property owner must contact the Village Office.
2. The Village receives notification from the property owner (or tenant) that a sewer backup has occurred and that no blockage was found in the Sanitary Sewer Service Line. The property owner must supply the Village with the following information:
 - a. Name of the property owner (or tenant);

- b. Civic address of the property where the backup occurred;
 - c. Contact phone number of the property owner (or tenant);
 - d. Name and contact phone number for the plumber or contractor used;
 - e. The full distance of the roter or camera that was used in attempting to clear a blockage.
3. The Village will notify the Village's current water/wastewater services contractor and provide the details provided by the property owner (or tenant) as provided above.
4. The water/wastewater services contractor will provide an operator to check manholes downstream and upstream (as necessary) to determine the location of any problem within the Sanitary Sewer Service Main.
 - a. If the water/wastewater services contractor is unable to provide an operator within a reasonable time, or upon discussion with the contractor, the Village Office and Public Works Foreman, the water/wastewater services contractor may approve a Village employee to check the downstream and upstream manholes (as necessary) and report back to the contractor.
5. Upon locating the problem in the Sanitary Sewer Main the water/wastewater service contractor will make necessary arrangements to repair the line or remove the blockage (possibly by flushing) within a reasonable time frame.
 - a. The water/wastewater service contractor will contact the Village upon arrangements being made to repair the line or remove the blockage and specify the date at which the repair or removal will occur as well as the name and contact information for the company that has been requested to complete the repair or removal.
 - b. If the Village is not satisfied with the time frame for the repair or removal the Village may request that the contractor enter further discussions with the company hired to complete the repair or removal to complete the work at an earlier date, or the Village may notify the contractor that they will be contacting the company directly, or the Village may find an alternate company that is available at an earlier time and notify the contractor as such. If the Village finds an alternate company they will notify the company arranged by the contractor of such cancellation.
 - c. If a defect or blockage cannot be located in the Sanitary Service Main (the mains are flowing freely and no other properties are reporting sewer backups), it is assumed that the blockage or defect is within the Sanitary Sewer Service Line and is the responsibility of the property owner.
6. Upon satisfactory arrangements being made for the repair of the Sanitary Sewer Main or removal of a blockage, the Village will contact the property owner (or tenant) as well as any

other residents that may be affected by the repair or removal with the time frame for the repair or removal.

7. Upon completion of the repair or removal work the Village will notify the property owner (or tenant) as well as any other affected residents of the completion of the work.

SCHEDULE A
SEWER BACKUP REIMBURSEMENT REQUEST FORM

Please ensure all parts of this form are completed:

Claimant Information (Property owner)	
Name:	
Phone Number:	
Witness Information (May include plumber, neighbours, etc.)	
Name:	
Phone Number:	
Loss Information	
Date of Backup:	
Civic Address:	
Total Reimbursement Requested:	
Damage Details	
<p>* Please provide as much information as possible regarding the backup occurrence (attach additional sheets if necessary) ** Please attach any pictures, reports, video, invoices or receipts.</p>	

The Village will pass this information on to our insurance company to determine reimbursement for costs related to the sewer backup and any repairs. Costs covered under the property owner’s own insurance are not eligible for reimbursement. Requests for reimbursement for any other amount will be determined on a case by case basis by Village Council.

Health & Safety Management

Date Approved by Council: September 17, 2020

Resolution: 2020-09-17-223

Review Date: November

Related Bylaws: N/A

Amendments:

Purpose

The Village of Hussar is committed to a Health and Safety Management System that protects the health and safety of our Council, employees, contractors, and visitors as well as the Village's physical assets.

The goal of the Village of Hussar Health and Safety Management System is a healthy and injury free workplace attained by working in cooperation with all employees and impacted parties.

Personal health and safety is of primary importance and employees at all levels are expected to be responsible along with being accountable for the health and safety at the Village of Hussar by being familiar with Internal Health and Safety policies and practices as well as requirements of Alberta Occupational Health and Safety legislation as it pertains to their work.

This policy does not take precedence over Alberta Occupational Health and Safety Act, regulations and code and other applicable legislation.

Roles and Responsibilities:

Council

- Provide legislation guidance through policy and regulation

Chief Administrative Officer

- Responsible for overall health and safety in the Village
- Establish and ensure safe work practices are followed
- Ensure that staff receive the resources and direction required to develop and maintain internal health and safety controls
- Provide worker training to identify and eliminate or control potential hazards
- Confirm workers are authorized to operate equipment and are trained and or certified for the job
- Demonstrate a visible commitment
- Promote and support health and safety as a priority within the organization
- Communicate expectations
- Confirm incidents and near misses are investigated to determine root causes and that corrective actions are applied
- Ensure compliance with applicable legislation and municipal policies

Workers

- Take reasonable care for own safety and protection of others at the worksite
- Establish and ensure safe work practices are followed
- Ensure proper maintenance of equipment, tools and personal protective equipment
- Participate in inspections and conduct hazard assessments
- Report any unsafe condition or act and all incidents and near misses to the CAO
- Exercise right of refusal if imminent danger exists
- Use required personal protective and safety equipment
- Inspect tools, equipment, and vehicles before use
- Be familiar with the emergency response plan and location of emergency equipment
- Be aware and abide by position applicable legislation and municipal policies
- Set a standard of performance and demonstrate commitment to health and safety

Contractors

- Implement and follow an effective Health and Safety Program
- Conduct work safely by ensuring workers are competent to do so
- Ensure work conducted complies with contractual agreements and regulatory requirements
- Provide resources to allow workers to complete work safely
- Be aware of municipal health and safety policies

Visitors

- Adhere to directions of Village guide
- Use personal protective equipment as required

All of the above responsibilities must be realized in a co-operative spirit working together to achieve a safe and healthy work environment.

Work Alone

Date Approved by Council: September 17, 2020

Resolution: 2020-09-17-223

Review Date: November

Related Bylaws: N/A

Amendments:

Purpose

This policy is to ensure employees who work alone are aware of the procedures involved in working alone, to prevent incidents and injury to people and/or damage to property.

Part 28 of the Occupational Health and Safety Code definition of Working Alone is *“a worker that works alone at a work site, and assistance is not readily available if there is an emergency or the worker is injured or ill”*

Guidelines

1. Employee must be trained in First Aid
2. Applicable equipment and machinery safe work procedures must be followed when equipment and machinery are used
3. Employees must be trained on the use, limitation, maintenance, and storage of personal protective equipment, when applicable to job task. Employees must wear personal protective equipment when applicable to job task
4. Employees must have some form of electronic communication accessible (ex. Landline or cell phone) and a pre-arranged check in schedule between the employee who is working alone and his/her supervisor or designated contact person. The frequency of the check in must be pre-determined prior to work commencing, be based on the hazards of the job task, and be completed by the supervisor. The pre-arranged check in schedule must include employee checking in prior to, during, prior to leaving the work site, and upon return if applicable
5. Employees must be made aware of any potential violent or dangerous concerns regarding job task in that area
6. Employees must be aware of the hazards associated with job task
7. Employee is to perform a visual assessment of the site prior to work commencing and at intervals appropriate to work being conducted. Should a concern regarding the security of the worksite be noted, the employee is to contact the CAO immediately.

Emergency Response Plan

In the event an employee does not call in at a designated check in time or electronic communication is severed:

1. CAO must try to contact the employee by electronic means if feasible

2. If still unable to contact, CAO must either personally go to the area where employee was last known to be working.
3. Finding of the CAO will determine the course of action to be taken (ex. Contacting the police, ambulance, mechanic, etc.)

Village of Hussar

Request for Decision (RFD)

Meeting: Regular Meeting
Meeting Date: November 19, 2024
Title: VFIS – Councillor Coverage Renewal
Agenda Item Number: 6 a.

BACKGROUND

Our current plan is:

Councillor Coverage
Number of Members: 3
Plan: B
Option (1= on duty, 2= 24 hrs): 2 (\$197/person/year
Critical Illness (2025 rate change): A (\$40/person/year)

There are rate changes and benefit enhancements to the Critical Illness plans, effective January 1, 2025. There is also an optional Critical Illness plan. Plan D is now available and includes \$20,000 of coverage at an annual premium of \$160/person. Additional critical illnesses have been added to enhance the plans, including non-life-threatening cancer, occupational HIV, blindness, coma, and loss of speech. The changes to premiums are as follows:

Plan A: \$5,000 of coverage – premium is now \$40/person (\$5 increase)
Plan B: \$10,000 of coverage – premium is now \$80/person (\$10 increase)
Plan C: \$15,000 of coverage – premium is now \$120/person (\$15 increase)
Plan D: \$20,000 of coverage – new plan as of January 1, 2025

See the attached for the coverage of each plan.

RECOMMENDATION:

1. Motion to keep the current Plan B, 24 Hour Coverage, and Critical Illness option A.
2. At a annual premium of \$ 237 per Councillor.
3. Motion to keep the current Plan _____, _____ Coverage, and Critical Illness option _____.
At a annual premium of \$ _____ per Councillor.
4. Motion to accept as information at this time

Each year, an estimated **60,000 cardiac arrests** and **108,000 strokes** occur in Canada¹

2 in 5 Canadians are expected to be diagnosed with cancer in their lifetime²

Over 2 million Canadians have kidney disease or are at risk³

AIG Critical Illness (member only)		
Annual Rate	Flat Coverage Amounts	Coverage Benefits
\$40.00	\$5,000	<ul style="list-style-type: none"> • Cancer (life-threatening) • Cancer (non-life threatening) at 10% of coverage amount • Heart attack • Stroke • Kidney failure • Occupational HIV • Blindness • Coma • Coronary artery bypass surgery • Loss of speech
\$80.00	\$10,000	
\$120.00	\$15,000	
\$160.00	\$20,000	
Age 70 termination age 24/24 pre-existing condition limitation		

CONTACT

For more information, please contact CVIS INC.

Address: Suite 209, 145 Wellington Street West, Toronto, ON M5J 1H8

Phone: 800-461-8347

Email: info@cviscanada.com

www.cviscanada.com

¹ Source: <https://www.heartandstroke.ca/what-we-do/our-impact/saving-lives>

² Source: <https://cancer.ca/en/research/cancer-statistics>

³ Source: <https://kidney.ca/Kidney-Health/Newly-Diagnosed/Risk-Factors>

Coverage and features are subject to actual policy language and may vary by each policyholder.

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Additional information about AIG can be found at www.aig.com | YouTube: www.youtube.com/aig | AIGinsurance | LinkedIn: www.linkedin.com/company/aig. These references with additional information about AIG have been provided as a convenience, and the information contained on such websites is not incorporated by reference herein.

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October 4, 2024

Dear Hussar, Village of:

RE: 2025 GROUP ACCIDENT INSURANCE RENEWAL

The 2025 Group Accident Insurance Renewal is fast approaching.

To facilitate the renewal process this year, you will find supporting documentation in your renewal email, which will enable you to make an informed decision on the coverage that best suits your members.

The premiums for Critical Illness insurance will increase effective January 1, 2025. An additional level of coverage has been added. Plan D is now available at \$20,000 of coverage for \$160/person per year. For more information regarding the new premiums and benefit enhancements, please refer to the attached Critical Illness brochure.

Please find included your 2025 renewal package.

If you wish to renew with the same coverage as 2024 or are not renewing for 2025, simply complete the section on page 2 by checking the appropriate box and email or fax it to **Group Accident Program – Benefits Services Dept** at your earliest opportunity.

The coverage you elected for 2024 is as follows:

<p>Councilor Coverage Number of Members: 3 Plan: B Option (1= on duty, 2= 24 hrs): 2 Critical Illness (2025 rate change): A</p> <p>Seasonal Coverage Number of Members: Plan: Option (1=on duty, 2=24 hrs):</p> <p>Municipal Volunteers (Yes/No) No</p>	<p>Volunteer Firefighter Coverage Number of Members: Plan: Option (1=basic, 2=enhanced):</p> <p>24hr Coverage Number of Members: Plan: Critical Illness (2025 rate change):</p> <p>Fulltime Firefighter Coverage Number of Members: Plan: Option (1=basic, 2=enhanced): Critical Illness (2025 rate change):</p> <p>24hr Coverage Number of Members:</p>
--	--



We are happy to continue to offer our Group Accident members the Volunteer Firefighter Member and Family Assistance Program (MFAP) through Homewood Health. As a Group Accident member, you are eligible for discounted rates of \$3.00 per member/month for Volunteer Firefighters and \$4.95 per member/month for Council Members, and Seasonal Employees. Participation is completely optional however if you would like to offer this benefit to your members, please complete the attached application form and return it with your 2025 renewal. We will arrange for the benefit to be set up on your behalf. You will be invoiced by Homewood Health and payment is to be sent to them, not AMSC. In addition, all inquiries related to the MFAP are to be handled by Homewood Health directly.

No changes to be made to our Group Accident coverage for 2025.

Group Accident Insurance coverage is not required for the 2025 policy year.

Completed by: (Must be completed by a proper Municipal Authority)

Municipality Name: _____

Contact Name: _____ Title: _____

Phone: _____ E-mail: _____

Date: _____ Signature: _____

If you wish to make changes to your current coverage for 2025, please update the 2024 coverage information on the first page. We ask that the completed, **signed** application be returned no later than **November 1, 2024**. If you do not respond by this date, your current coverage will terminate on December 31, 2024.

Please email or fax all completed forms Group Accident Program – Benefit Services Dept. **The original forms should be kept in your records.**

Your assistance in providing the requested information in a timely manner is appreciated.

If you require additional information or have questions regarding the enclosed renewal package, please contact the Group Accident Program at _____

Sincerely,

Theresa Nobis
Director, Benefits Services

CVIS Councilor Program

Heart Attack Coverage-No Age limitation



Benefits- (Basic Plan/Option 1)

	Maximum Levels Shown	
	<u>Plan A</u>	<u>Plan B</u>
Accidental Death, Dismemberment	\$100,000	\$200,000
Paralysis	\$200,000	\$400,000
Total Weekly Disability	\$250/wk	\$300/wk
Total Weekly Disability Payout	104 wks	104 wks
Partial Weekly Disability-On Duty Only	\$125/wk	\$150/wk
Accident Para-Medical Expense	\$15,000	\$15,000
Accident Dental Expense	\$5,000	\$5,000
Funeral Expense	\$15,000	\$15,000
Spousal Educational Benefit	\$15,000	\$15,000
Family Transportation	\$15,000	\$15,000
Home Alteration/Vehicle Modification	\$15,000	\$15,000
Repatriation & Rehabilitation Benefits	\$15,000	\$15,000
Rehabilitation	\$15,000	\$15,000
Fracture & Dislocation Benefit	YES	YES
Dependent Child Educational Benefit	\$5,000	\$5,000
Day Care Benefit	\$5,000	\$5,000
Seat Belt Benefit	\$10,000	\$20,000
Eyeglasses, Contact Lenses, Hearing Aids	\$2,000	\$2,000
Spousal Benefit (On Duty Only)	\$100,000	\$200,000
Identification & Psychological Benefits	\$5,000	\$5,000

Option 1- On Duty Per Person

\$30/year

\$43/year

Option 1- 24 Hour Per Person

\$75/year

\$135/year

Benefits- (Comprehensive Plan/Option 2)

Add the following benefits to the Basic Plan

Permanent Total Disability (PTD)	\$100,000	\$200,000
Supplemental PTD (On Duty Only)	\$100,000	\$200,000
Heart Attack and Loss of Use	\$100,000	\$200,000
In Hospital Benefit	\$2,500/month	\$2,500/month
Total Weekly Disability	\$300/wk	\$500/wk
Total Weekly Disability Payout	260 wks	260 wks
Partial Weekly Disability-(On Duty Only)	\$150/wk	\$250/wk

Option 2- On Duty Per Person

\$60/year

\$86/year

Option 2- 24 Hour Per Person

\$115/year

\$197/year

Please Note: Disability for 24 Hour Coverage may change and time limitations added. Ask your Representative for more details.

Developed by: CVIS, Inc.

145 Wellington Street West

Toronto, Ontario M5J 1H8

1-800-461-8347 Fax: 855-558-0014

Volunteer Firefighter Comprehensive Member and Family Assistance Program (MFAP) Solution

Harness the power of full-scale firefighter support solutions through a comprehensive MFAP arrangement through VFIS of Canada a division of CVS, Inc.

Member and Family Assistance Programs (MFAPs) are employer paid benefits that support both the members and the workplace. These services are designed to enable members to resolve personal and work issues so that optimal productivity is maintained. They include health, wellness and other strategic solutions for smaller employers/municipalities.

MEMBER SUPPORT SERVICES

Short-term Counselling

Our unique solution-focused cognitive behavioural therapy approach focuses on teaching individuals, couples, and families the skills necessary to solve their life problems without creating a long-term dependent counselling relationship. Confidential counselling is offered in the local community. Our counselling is delivered by our extensive national network, with the highest ratio of clinical psychologists. Their focus is on specific goal attainment, behaviour change, accurate diagnosis of complex problems, and the best possible outcomes.

ENHANCED MENTAL HEALTH CARE (EMHC)

Expert clinical programs with longer term support for anxiety, depression, trauma and substance use. Enhanced Mental Health Care offers the most intensive mental health programs on the market.

Homewood Pathfinder's EMHC offers psychotherapy to clients who are self-initiating treatment for support related to issues of:

- Anxiety
- Depression
- Suicidal ideation
- Trauma
- Substance use

VFIS of Canada

145 Wellington Street West, Suite 209

Toronto, Ontario, M5J1H8

1-800-461-8347 | canada@vfis.com

vfiscanada.com



Homewood Health

offers Volunteer Fire Departments the same services as some of Canada's largest employers at a preferred VFIS of Canada member rate of \$3.00 per member per month (non-member rate \$4.00). Coverage for municipal employees is also available at a rate of \$4.95 per employee per month.



ENHANCED MENTAL HEALTH CARE (EMHC)

Eligible members can receive up to **20 hours of specialized counseling** and are usually completed within 8-12 sessions.

The flexibility of the EMHC allows us to treat current issues (e.g. trauma and substance use, depression and suicidal ideation) in a more customized way depending on the employee's specific and unique needs.

The EMHC program includes the use of clinical measures and the principles of measure-based care in order to effectively:

- Monitor progress
- Provide feedback
- Support the employee's overall motivation to participate in treatment
- Guide treatment planning

Homewood ensures that the therapeutic relationship between employee and therapist is one that fosters psychological safety, understanding, and respect. In fact, 90% of our clients feel heard and understood by their counsellors.

LIFE SMART COACHING SERVICES

Life Balance Solutions

- childcare & parenting;
- elder & family care;
- legal advisory service;
- financial coaching;
- relationship solutions;

Career Smart Coaching Services

- shift worker support;
- pre-retirement planning;
- workplace issues;
- career planning;

Health Smart Services

- nutritional coaching;
- smoking cessation program;
- jumpstart your wellness;
- lifestyle changes;

Patinder Comprehensive

- Health Challenge Event
- Digital Leadership Mental Health Training (LMS)
- Sentio Canada's only 3-tier iCBT Program

Online Resources and Services

- Learning courses;
- Health Risk Assessment;
- Child & Elder Care Locator;
- Health Library;

Crisis Management Services

- 24-hour deployment (on-call included per year)
- Additional services available as fee-for-service at \$295.00 per hour

Key Person Advice Line

Designed for key personnel and supervisors, the advice line allows key persons to contact a Homewood Health counsellor at any time for consultation should a situation arise at the workplace which requires a professional opinion. These consultations are designed to be available on an immediate, as-needed basis.

For more information ask for our detailed brochure defining each service. Marketed & Sold by CVIS, Inc. Developed by Homewood Health

MFAP Solutions—supporting employee/firefighter well-being, capability and effectiveness.

Learn more about other solutions offered through your Member and Family Assistance Program (MFAP).

1-800-461-8347 | Canada@vfi.com

vfiscanada.com





Member Request for Implementation
Member & Family Assistance Program (MFAP)

(PLEASE PRINT)

Policy Holder/Client: YES A&S Policy # VFP _____ NO

Applicant Information

Legal Organization Name: _____

Street Address _____

City _____ Province _____ Postal Code _____

Phone () _____ Fax () _____

Number of Eligible Members _____

All Members must be covered. Describe any employees within the organization that are not eligible for any coverage under the MFAP _____

MFAP Contact Name _____

MFAP Contact Title: _____

MFAP Contact Address (if different than above) _____

MFAP Contact Phone () _____ Fax () _____

MFAP Contact Email Address _____

Declaration

Effective _____, 20__ the applicant, _____
(insert full legal organization name)

hereby requests CVIS, Inc. to implement the Homewood Health Member & Family Assistance Program (per a master Agreement between CVIS, Inc. and Homewood Health dated January 1, 2015) on our behalf for an initial one (1) year term. We hereby agree to the monthly cost as presented by CVIS, Inc. (Member: \$3.00 per month, Non-member: \$4.00 per month), and consent to being billed by Homewood Health in advance, on an annual basis. We understand that member eligibility will be based on the same criteria as our group insurance program, unless otherwise contracted with CVIS, Inc. This agreement shall be automatically renewed for consecutive one (1) year terms, at the applicable CVIS, Inc. member/non-member rate, unless the Applicant provides a minimum of thirty (30) days written notice of cancellation to CVIS, Inc. or Homewood Health.

Date

Signature of Authorized Signatory

Title

Date

Signature of VFIS of Canada (CVIS, Inc) Agent

Village of Hussar

Request for Decision (RFD)

Meeting: Regular Meeting
Meeting Date: November 19, 2024
Title: 2025 Events
Agenda Item Number: 6b.

BACKGROUND

Save the date(s) for our 2025 events

While 2024 still has a couple of months to go, we know that planning for 2025 is well under way for many of our members. To help, we have highlighted some key dates below for next year's Alberta Municipalities events. Make sure to mark them in your calendars.

March 5, 2025: President's Summit on Civility (Westin Hotel, Edmonton)

March 6 & 7, 2025: Spring Municipal Leaders Caucus (Westin Hotel, Edmonton)

May 1 & 2, 2025: Public Risk Conference (Location TBD)

June 11, 12, 25 & 26, 2025: Summer Municipal Leaders Caucuses (Various locations)

November 12 to 14, 2025: Alberta Municipalities Convention and Trade Show (Calgary TELUS Convention Centre)

RECOMMENDATION:

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

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2024
Title:	Christmas Bonuses
Agenda Item Number:	6c.

BACKGROUND/DISCUSSION:

In 2017 – 2023 annual bonus of \$200.00 each was provided to the Public Works Foreman and the CAO. In 2023 we added \$50 for the administrative assistant.

Bonuses paid in cash are taxable. If Council would like to provide a bonus to staff I would suggest that the staff be provided with a VISA gift card which would then not incur deductions for either the employee or the Village. The amount remaining in the donation and gifts account is \$512.

In the past Council and staff (and spouses) have attended a supper or brunch at the expense of the Village. We have not done this since COVID due to restrictions. We should have around \$400 left in the admin expenses budget plus a \$100 gift card that was received last year as a Christmas gift if Council would like to go out for supper or we could host a pot-luck at my house. Ideal dates for myself would be December 14 or 21, 2024.

RECOMMENDATION:

1. Motion that CAO and Public Works Foreman be provided with an annual bonus in the amount of \$_____ payable with a VISA gift card
2. Motion that Administrative Assistant be provided with an annual bonus in the amount of \$_____ payable with a VISA gift card
3. Motion to CAO to coordinate a supper on _____, 2024 for the Village of Hussar Staff and Spouses
4. Motion to CAO to coordinate a pot luck on _____, 2024 for the Village of Hussar Staff and Spouses

Village of Hussar

Request for Decision (RFD)

Meeting: Regular Meeting
Meeting Date: November 19, 2024
Title: Summer Student

Agenda Item Number: 6d.

BACKGROUND/DISCUSSION:

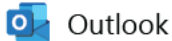
Applications are open until December 19, 2024 for a Summer Student.

We don't have the 2025 dates yet, but for 2024 applicants could seek funding to hire youth between **April 22, 2024**, and **August 31, 2024**. Students must be 15-30 years old. Work 30-40 hours per week. 6-16 weeks.

Our current interim budget allows for a summer student for 30 hr per week for 12 weeks. The Canada Summer Jobs program would cover up to 50% of the provincial minimum wage.

RECOMMENDATION:

1. Motion to submit an application for the Canada Summer Jobs program for a summer student for 30 hours a week for ___ weeks.



Outlook

Canada Summer Jobs 2025 – Launch Preparation / Emplois d'été Canada 2025 – Préparation au lancement

Date Tue 2024-10-22 8:50 AM

To Village Office <office@villageofhussar.ca>

[Le français suit l'anglais](#)

The annual Canada Summer Jobs (CSJ) program Call for Applications will be launched **during the week of November 18, 2024, and will close on December 19, 2024 at 11:59 p.m.** (Pacific Standard Time).

Don't wait to apply! This year the **CSJ Call for Applications will end before the new year.** Don't risk missing the deadline and apply early for Canada Summer Jobs funding!

Are You Ready?

The CSJ program will once again aim to support 70,000 quality jobs for youth during the 2025 summer season.

Not-for-profit employers can receive a wage subsidy up to 100% of the current provincial or territorial minimum hourly wage. Public and private sector employers are eligible to receive a wage subsidy of up to 50% of the current provincial or territorial minimum hourly wage.

Are you ready to:

- Provide quality work experiences for youth?
- Provide opportunities for youth to develop and improve their skills?
- Respond to national and local priorities to improve access to the labour market for youth who face unique barriers?

If so, stay tuned for the launch of Canada Summer Jobs 2025 by visiting the [CSJ website!](#)

How to Apply

If you already have an existing [Grants and Contributions Online Services \(GCOS\)](#) account simply log in to your account and apply, once the Call for Applications is open.

If you do not have a GCOS account, create your account today!

If you are unsure whether you or someone in your organization created an account, or if your organization is already registered, please contact us. **Initiating a duplicate account for your organization can cause delays in completing the validation process** by Service Canada which enables you to become a fully registered user.

To create a GCOS account you will have to take note of your Organization ID and User Reference Number (URN) for future reference.

Please watch the video to learn more about creating and managing a GCOS account: [GCOS video](#)

Creating a GCOS account is a one-time process and allows you to apply for CSJ and other funding opportunities with Employment and Social Development Canada (ESDC) in a secure web environment.

Your GCOS account allows you to:

- Apply for funding and track your application status for CSJ and other ESDC programs;
- Save your application and complete it at any point in time while the Call for Applications is open;
- Submit supporting documents;
- Set up a direct deposit; and

- Access your account 24/7 from all mobile devices.

[Register today](#) for your GCOS account and be ready to apply for CSJ 2025 this November!

For more information or assistance with your GCOS account:

Visit: Canada.ca/esdcgrantscontributions

Call: 1-800-367-5693 (7:00 a.m. to 8:00 p.m. ET, Monday to Friday)

Email: NA-GCOS-SELSC-GD@hrsdc-rhdcc.gc.ca

Visit a [Service Canada Centre near you](#).

For more information:

Click: www.canada.ca/canada-summer-jobs

Call: 1-800-935-5555 (ATS: 1-800-926-9105)

L'appel de demandes annuel pour Emplois d'été Canada (EEC) sera lancé **au cours de la semaine du 18 novembre 2024 et se terminera le 19 décembre 2024 à 23h59** (Heure du Pacifique).

Ne tardez pas à soumettre votre demande ! Cette année **l'appel de demandes EEC se terminera avant la nouvelle année**. Évitez de manquer la date limite et déposez votre demande de financement tôt !

Êtes-vous prêt ?

Le programme EEC aura à nouveau comme objectif de financer 70 000 emplois de qualité pour les jeunes durant la période estivale 2025.

Les organismes à but non lucratif peuvent recevoir une contribution salariale pouvant atteindre 100 % du salaire horaire minimum en vigueur dans la province ou le territoire. Tandis que les employeurs des secteurs public et privé seront admissibles à une contribution salariale pouvant aller jusqu'à 50 % du salaire horaire minimum en vigueur dans la province ou le territoire.

Êtes-vous prêt à :

- Offrir des expériences de travail de qualité aux jeunes ?
- Offrir aux jeunes des possibilités de développer et d'améliorer leurs compétences ?
- Répondre aux priorités nationales et locales afin d'améliorer l'accès au marché du travail pour les jeunes qui font face à des obstacles particuliers ?

Si oui, restez à l'affut du lancement d'Emplois d'été Canada 2025 en visitant le [site web EEC !](#)

Comment soumettre une demande de financement

Si vous avez déjà un compte des [Services en ligne de subventions et contributions \(SELSC\)](#), veuillez simplement vous y connecter afin de présenter votre demande de financement lorsque l'appel de demandes sera lancé.

Si vous n'avez pas de compte SELSC, veuillez en créer un dès maintenant!

Si vous ne savez pas si vous ou quelqu'un de votre organisation a créé un compte, ou si votre organisation est déjà inscrite, veuillez communiquer avec nous. **Amorcer l'ouverture d'un deuxième compte peut entraîner des retards dans l'achèvement du processus de validation** par Service Canada qui vous permet de devenir un utilisateur pleinement enregistré.

Afin de créer un compte SELSC vous devrez prendre en note le numéro de référence d'utilisateur (NRU) et l'ID de l'organisation qui vous sera attribué pour votre consultation future.

Veillez visionner cette vidéo pour en apprendre davantage sur la création et la gestion d'un compte SELSC :
[Vidéo SELSC](#)

La création d'un compte SELSC est un processus unique et vous permet de présenter une demande à Emplois d'été Canada et à d'autres opportunités de financement auprès d'Emploi et Développement social Canada (EDSC) dans un environnement Web sécurisé.

Les SELSC vous permettent de :

- Soumettre une demande de financement et de suivre l'état de votre demande EEC et celui des autres programmes d'EDSC;
- Enregistrer votre demande et la finaliser à tout moment pendant que l'appel de demandes sera ouvert;
- Soumettre des documents;
- Mettre en place le dépôt direct; et
- Accéder à votre compte 24h/24 et 7j/7 depuis tous les appareils mobiles.

[Inscrivez-vous](#) aujourd'hui pour obtenir un compte SELSC et soyez prêt à soumettre une demande EEC 2025 en novembre!

Pour obtenir un complément d'information ou de l'aide avec votre compte SELSC :

Consultez <http://www.canada.ca/edscsubventionscontributions>

Par téléphone : 1-800-367-5693, heures d'ouverture : de 7 h à 20 h (HE), du lundi au vendredi

Par courriel : NA-GCOS-SELSC-GD@hrsdc-rhdcc.gc.ca

Visitez un [Centre Service Canada près de chez vous](#).

Pour plus de renseignements :

Cliquez : www.canada.ca/emplois-ete-canada

Composez : 1-800-935-5555 (ATS : 1-800-926-9105)

Ce message a été approuvé par Service Canada.

This message has been approved by Service Canada.

Contactez nous si vous souhaitez [désabonner](#)./Contact us if you wish to [unsubscribe](#).

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	November 19, 2024
Title:	CAO Vacation
Agenda Item Number:	6 e.

BACKGROUND

I had a vacation ½ day requests for the afternoon of Tuesday November 5, 2024. This was approved by email and must be ratified.

RECOMMENDATION:

1. Motion to approve the CAO to take the afternoon of Tuesday November 5, 2024 and close the office during this time.
2. Motion to accept as information at this time

Village of Hussar

Request for Decision (RFD)

Meeting: Regular Meeting
Meeting Date: November 19, 2024
Title: Council meeting date

Agenda Item Number: 6 f.

BACKGROUND

The date for the 2024 Annual General Meeting has been set for Thursday November 28th at 4:00 pm in the PRMS Boardroom in Hanna.

We would like to ensure we have quorum as we will be adopting the 2025 Budget and Requisition so please set this date aside and be sure to attend. We will be reporting on the year's activities, providing updates on projects and of particular interest, presenting an information session on Development permits and the recently created tools and resources that PRMS has developed over the last year. The meeting will be followed by door prizes and a delicious meal.

If your PRMS representative has changed from last year as a result of your recent organizational meetings, please forward this email to them and provide their contact information to our office. We will be sending out the invitation & meeting materials next month and would like to ensure that we don't overlook anyone.

Thank you so much, we look forward to meeting with you in November!

Thank you,

Kari



RECOMMENDATION:

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

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	November 19, 2024
Title:	Fine Arts Society – Halloween Party Donation
Agenda Item Number:	6 g.

BACKGROUND

Fine Arts Society asked if Council would consider donating pop to the Halloween Party on October 31, 2024.

Council approved by email and it must be ratified. We still have a credit at the store left over from the Gazebo opening. We purchased 6 cases. The cost was \$70.xx

RECOMMENDATION:

1. Motion to approve the purchase of 6 cases of pop and donate them to the Fine Arts Society to put in the treat bags for the October 31, 2024 Halloween Party.
2. Motion to accept as information at this time

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	November 19, 2024
Title:	December payroll
Agenda Item Number:	6h.

BACKGROUND/DISCUSSION:

In previous years we discussed payment of December payroll prior to the Christmas Holidays. The payment date last year was December 22, 2023. This year Public Works Payroll would be Friday December 20, 2024. CAO and Councillor pay are scheduled for Tuesday December 31, 2024. Wondering if we could do it December 24, 2024 or January 2, 2024.

- Legislative Policy 3.2 Council Remuneration states that Honorariums will be paid to each Councillor on a quarterly basis unless otherwise requested by the Councillor.

Office holiday closure. The office has usually closed for the week between Christmas and New Years. Does Council wish to approve this again for the 2024 holiday season. This year Christmas is on Wednesday December 25, 2024 and Boxing day is Thursday December 26, 2024. New Years day is Wednesday January 1, 2025.

RECOMMENDATION:

1. Motion to pay _____ payroll on December _____, 2024.
2. Motion to approve the closure of the office from _____, 2024 to _____, 2025 for the Christmas Holidays.

Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	November 19, 2024
Title:	6i.
Agenda Item Number:	Proposal for CT scanner in Strathmore

BACKGROUND

Invitation for Mayor and CAO to attend Frontier Diagnostics presentation that will be coming before Strathmore Town Council on **November 20th, 2024**. Frontier Diagnostics will be presenting to council their business plan for installing a CT scanner at the Strathmore District Health Services facility. As this project would have an impact on the region, we have been invited to join Council in hearing this presentation, either in chambers that evening, or by listening to the presentation through digital means.

Details for joining the Council Meeting:

- Council Meetings are held in Council Chambers at 1 Park Lane Drive, Strathmore. The Meeting will start at 6:00 p.m. Currently, as the agenda has not been finalized, we cannot predict what time the item will be heard;
- Meeting materials can be viewed ahead of time through the Strathmore website;
- If you are unable to attend in person, the meeting will be streamed on the Town's YouTube channel.

RECOMMENDATION:

1. Motion for CAO to confirm attendance for _____ by _____ to the Frontier Diagnostics presentation at the Town of Strathmore on November 20, 2024 at 6:00pm.
2. Motion to accept as information at this time

To: Village of Hussar
Attention: CAO Liz Santerre

Sent Via Email: office@villageofhussar.ca

Re: Proposal for CT Scanner in Strathmore, Alberta

We are writing today to advise you of a presentation that will be coming before Strathmore Town Council of an important opportunity for the region. On **November 20th, 2024**, Frontier Diagnostics will be presenting to council their business plan for installing a CT scanner at the Strathmore District Health Services facility. As this project would have an impact on the region, we are extending an invitation for you and your Mayor to join Council in hearing this presentation, either in chambers that evening, or by listening to the presentation through digital means.

Details for joining the Council Meeting:

- Council Meetings are held in Council Chambers at 1 Park Lane Drive, Strathmore. The Meeting will start at 6:00 p.m. Currently, as the agenda has not been finalized, we cannot predict what time the item will be heard;
- Meeting materials can be viewed ahead of time through the Strathmore [website](#);
- If you are unable to attend in person, the meeting will be streamed on the Town's [YouTube channel](#).

Please let us know if you would like any additional information or have questions about the presentation.

Sincerely,



Village of Hussar

Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	November 19, 2024
Title:	6j.
Agenda Item Number:	LGSG Application Request to Min. Ric McIver

BACKGROUND

Please ratify the decision to for the CAO to send a request consideration to apply for the Sustainability Grant portion of the Local Growth and Sustainability Grant (LGSG).

Under the Sustainability portion of the grant we would be applying for the purchase of a new generator in the amount of \$37,255 plus setup and delivery fees.

RECOMMENDATION:

1. Motion to approve the CAO to send the letter of request for application of the Local Growth and Sustainability Grant (LGSG) to Minister of Municipal Affairs, Ric McIver.
2. Motion to accept as information at this time

Village of Hussar

109 1st Avenue East, PO Box 100
Hussar AB T0J 1S0
www.villageofhussar.ca



October 31, 2024

Hon. Ric McIver
Minister of Municipal Affairs
Members of Executive Council
Executive Branch
320 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6
Sent Via Email: minister.municipalaffairs@gov.ab.ca

The Village of Hussar would like to request consideration to apply for the Sustainability Grant portion of the Local Growth and Sustainability Grant (LGSG).

We have recently been notified of the breakdown of our backup generator for our water treatment plant. We have looked into the replacements and have received quotes of \$37,255 plus setup and delivery fees.

The replacement of the generator is emergent to our Village. Should we have a power outage, we would not be able to provide water for our residents. Being that we are a rural community, it can sometimes take longer for companies to fix power outages, especially in winter. Given that majority of our power lines are above ground they are more susceptible to power outages.

The Village is currently saving all funds from the Local Government Fiscal Framework and Canada Community Building Fund to replace our failing Infrastructure outlined our 10 year Capital Plan as recommended during our 2019 Viability Review. As this expense was not in our current budget we are requesting consideration from Honorable Ric McIver, Minister of Municipal Affairs, to be considered for the Sustainability Grant.

We thank you for your consideration of our request and look forward to a positive response.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Les Schultz', is written over a horizontal line.

Les Schultz

Mayor, Village of Hussar

A handwritten signature in blue ink, appearing to read 'Liz Santerre', is written over a horizontal line.

Liz Santerre

Chief Administrative Office, Village of Hussar

Village of Hussar

Request for Decision (RFD)

Meeting: Regular Meeting
Meeting Date: November 19, 2024
Title: SSRP – 10 year Review Engagement Session
Agenda Item Number: 6k.

BACKGROUND

The Land Use Secretariat would like to invite us to participate in a discussion about the South Saskatchewan Regional Plan (SSRP). The Secretariat launched a 10-year review of the plan on August 22, 2024 as required by legislation, and is gathering feedback from organizations, Indigenous communities, municipalities and Albertans in the region, through engagement sessions and through an online survey.

As part of the review process, feedback from municipalities will help the Government of Alberta assess the ongoing relevancy and effectiveness of the existing plan in supporting the long-term vision and achieving the economic, social and environmental outcomes in the region.

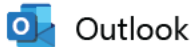
The review process is not an amendment process, and the SSRP remains in effect. The review leads to a report from the Land Use Secretariat to the Stewardship Minister about the ongoing relevancy and effectiveness of the plan.

They are inviting up to two representatives from our organization to participate in one of the following engagement sessions to provide feedback about the SSRP's ongoing relevancy and effectiveness.

Engagement Session	Date	Location	Time	Notes
Municipalities and Agriculture Organizations	November 14, 2024	Lethbridge Coast Lethbridge Hotel & Conference Centre 526 Mayor Magrath Drive South, Lethbridge	7:30 am – 4:30 pm	Breakfast and lunch provided
Municipalities	November 19, 2024	Calgary Radisson Hotel & Conference Centre Calgary Airport 6620 36th Street NE Calgary	7:30 am – 4:30 pm	

RECOMMENDATION:

1. Motion for _____ to attend the _____ on _____.
2. Motion to accept as information at this time



Invitation to Participate in the South Saskatchewan Regional Plan 10-Year Review Engagement Session

[Redacted]

Date Fri 2024-10-25 2:39 PM

[Redacted]

1 attachments (185 KB)

SSRP 10 Year Review Engagement Session Agenda.pdf;

Good afternoon,

The Land Use Secretariat would like to invite you to participate in a discussion about the South Saskatchewan Regional Plan (SSRP). The Secretariat launched a 10-year review of the plan on August 22, 2024 as required by legislation, and is gathering feedback from organizations, Indigenous communities, municipalities and Albertans in the region, through engagement sessions and through an online survey.

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The format of the one-day sessions will be facilitated tables for your representatives to provide feedback on the SSRP. The attached engagement session agenda shows the time set out for

feedback on each section of the SSRP grouped by the SSRP's vision and eight outcomes. Representatives at the tables will have an opportunity to provide input on any part of the SSRP related to its outcomes, including the strategic directions, objectives, strategies, indicators and thresholds.

Our intention for the session is to solicit your input and provide an opportunity for you to share your experiences over the last 10 years. Government of Alberta staff from multiple Ministries will be in each session at the tables to support discussions and answer questions. Note-takers will be at each table to capture participants' feedback.

In preparing for your organization to provide feedback during the engagement session, the [online survey webpage](#) for the SSRP 10-year review provides links to useful documents including:

- the SSRP,
- an Engagement Guide including the online survey questions,
- the Progress Reports for 2015 – 2022,
- the SSRP 5-year Evaluation Report (2014-2019),
- the Regional Plan indicators website, and
- SSRP Maps.

Please register for the session by completing a registration form with the representative names and session preference by using the following link:

<https://www.surveymonkey.com/r/MunicipalityRegistrationForm>. Please note that due to limited capacity, availability for the engagement sessions will be on a first come, first served basis. In order to ensure that we have the appropriate room and food arrangements, we would appreciate registration for the November 14 session in Lethbridge prior to October 31, 2024, and for the November 19 session in Calgary prior to November 4, 2024.

We also ask that you encourage members of your organization and residents of your community to provide feedback on the ongoing relevancy and effectiveness of the SSRP in the online survey available to the public at www.alberta.ca/south-saskatchewan-regional-plan-review-engagement.

We look forward to working with you. If you have any questions, please contact the Land Use Secretariat at SSRP10-YearReview@gov.ab.ca.

Sincerely,


Stewardship Commissioner
Land Use Secretariat



VILLAGE OF HUSSAR
BANK RECONCILIATION

ACCOUNT Village General Acct 10050185
DATE October 31, 2024

STATEMENT BALANCE 264,721.32

ADD: OUTSTANDING DEPOSITS

on GL twice	10,152.78	
Deposited in November	1,960.00	-
		<u>12,112.78</u>

LESS: OUTSTANDING CHEQUES

9638 Hussar Property Association	1.00	
9654 David Van Caeseele	400.00	cemetery
9675 Direct Energy	212.02	
9676 Gleichen Standard Transport	39.21	
9679 Wheatland County	1639.67	

C [REDACTED] [REDACTED]

		<u>- 5,245.04</u>
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OUTSTANDING TRANSFERS

Cemetery to be transferred - Niche ([REDACTED]s)	-	200.00
Someone paid 50 cent cash balance was .49 fo	-	0.01
Camp website payment	-	28.69
CRA	-	2,060.35
on GL twice	-	54,292.00
MSI to transfer at bank	-	6,913.00
Need to transfer from cem account to gen at b	-	400.00
		<u>- 63,894.05</u>

RECONCILED BALANCE	207,695.01
GL BALANCE (3000012700)	<u>207,695.01</u>
Variance	-

OTHER ACCOUNTS

First Response (EFRT) Trust Term Account 10135176 (3000012800) Community Account (Rate .05)	STATEMENT	3,219.75	Interest	
	GL BALANCE	<u>3,219.75</u>	\$	0.14
	Variance	-		
Cemetery Perpetual Account 10189009 (3000012900) Community Account (Rate .05)	STATEMENT	1,366.72	Interest	-400 [REDACTED]
	GL BALANCE	<u>9,466.72</u>	\$	0.06
	Variance	- 8,100.00		-200 [REDACTED]
				-7500 Columbariu
Cemetery Common Share Account 10499317 (3000013000) Common Share	STATEMENT	29.14	Interest	
	GL BALANCE	<u>29.14</u>	\$	-
	Variance	-		
Mayors Memorial Trust Term Account 723112380412 (3000013400) 6 plus 6 Term (Fixed 1.45% Maturity Date - July 21, 2023)	STATEMENT	1,249.86	Interest	
	GL BALANCE	<u>1,249.86</u>	\$	-
	Variance	-		
Cemetery Reserve 722821002853 (3000013500)	STATEMENT	4,761.47	Interest	-6030.5 Columbariu

High Interest Savings (Rate .35)	GL BALANCE	10,796.97	\$	2.50	
	Variance	- 6,035.50			
FGTF Grant Term Account 723112220006 (3000013700) 12 Month Term (Fixed 1.20% Maturity Date - April 8, 2023)	STATEMENT	50,046.03	Interest		
	GL BALANCE	<u>50,046.03</u>	\$	46.03	
	Variance	-			
Common Share 10497733 (3000030000) Common Share	STATEMENT	2,857.26	Interest		
	GL BALANCE	<u>2,857.26</u>	\$	-	
	Variance	-			
Village Reserves 15037021 (3000032000) High Interest Savings (Rate .35)	STATEMENT	199,230.18	Interest		
	GL BALANCE	<u>199,230.18</u>	\$	68.33	
	Variance	-			
Walking Trail Trust Term Account 15137870 (3000032220) 6 Month Term (Fixed .15% Maturity Date - Sept 5, 2022)	STATEMENT	1,142.69	Interest		
	GL BALANCE	<u>1,142.69</u>	\$	-	
	Variance	-			
MSI Capital Term Account 15137904 (3000032400) 12 Month Term (Fixed .65% Maturity Date - March 5, 2023)	STATEMENT	-	Interest		
	GL BALANCE	<u>6,913.00</u>	\$	-	
	Variance	- 6,913.00			
Equipment Reserve Account 722821632733(3000033000) High Interest Savings (Rate .35)	STATEMENT	20,270.66	Interest		
	GL BALANCE	<u>20,275.66</u>	\$	8.62	\$5 service c
	Variance	- 5.00			
Special Events Account 722821632741 (3000034000) High Interest Savings (Rate .35)	STATEMENT	940.54	Interest		
	GL BALANCE	<u>940.54</u>	\$	0.38	
	Variance	-			
Emergency Management 722821646022 (3000035000) Savings Account (Rate .05)	STATEMENT	2,387.12	Interest		
	GL BALANCE	<u>2,387.12</u>	\$	0.10	
	Variance	-			
Centennial 722821666012 (3000036000) Savings Account (Rate .05)	STATEMENT	3,253.12	Interest		
	GL BALANCE	<u>3,253.12</u>	\$	0.13	
	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	-			

2025 Operating Budget

General

Account #	Description	2023 Budget	2024 Budget	2025 Budget
1000011000	Municipal Property Taxes	(175,770.18)	(184,229.00)	(193,454.00)
1000011200	Alberta School Foundation Taxes	(40,808.73)	(40,722.54)	(40,722.54)
1000011300	Wheatland Lodge Taxes	(1,541.00)	(1,849.00)	(1,849.00)
1000011400	DI Property Taxes	(30.81)	(41.79)	(41.79)
1000051000	Property Tax Penalty	(10,000.00)	(7,000.00)	(7,000.00)
1000054000	ATCO Gas Franchise Fee	-	(20,500.00)	(17,264.00)
1000055000	Return on Investments	(1,000.00)	(1,000.00)	(1,000.00)
2000076000	Alberta School Foundation Fund	40,808.73	40,722.54	40,722.54
2000076200	DI Property Tax Requisition	30.81	41.79	41.79
	Wheatland Lodge Taxes		-	-
2000076500	Wheatland Lodge Requisition	1,541.00	1,849.00	1,849.00
2000077000	Operating Contingency	-	-	-
		(186,770.18)	(212,729.00)	(218,718.00)

Council

Account #	Description	2023 Budget	2024 Budget	2025 Budget
2110013000	Council CPP Deductions	950.00	800.00	800.00
2110014000	Council Training	1,300.00	1,300.00	1,300.00
2110015000	Council Honorarium/Per Diem	14,500.00	14,500.00	14,500.00
2110021000	Council Mileage & Expense	3,500.00	3,200.00	3,700.00
2110051500	Donations/Gifts	1,000.00	1,000.00	1,000.00
		21,250.00	20,800.00	21,300.00

Elections and Census

Account #	Description	2023 Budget	2024 Budget	2025 Budget
2121122000	Election & Census Advertising	-	-	-
2121151000	Election & Census Supplies	-	-	-
		-	-	-

Administration

Account #	Description	2023 Budget	2024 Budget	2025 Budget
1120041000	General Services And Supplies	(800.00)	(800.00)	(800.00)
1120056000	Rentals/ Lease Revenue	(3,200.00)	(3,750.00)	(3,750.00)
1120084000	Provincial Operating Grant	(48,406.00)	(48,406.00)	(48,406.00)
1720081000	Grants from Others - Bursary SLGM	-	-	-
2120011000	Admin Salaries & Wages	43,500.00	46,000.00	46,500.00
2120011500	Contracted Casual Hours	4,800.00	4,000.00	4,800.00
2120012000	AMSC Benefits Employer Contribution	4,672.00	5,273.00	5,600.00
2120012500	LAPP Employer Contribution	750.00	3,900.00	3,900.00
2120013000	Admin CPP/EI Contributions	3,700.00	3,700.00	3,700.00
2120014000	Administration Training	2,500.00	2,000.00	2,500.00
2120021000	Admin Mileage & Expenses	2,500.00	2,100.00	2,100.00
2120021500	Postage/Courier/Freight	1,500.00	1,500.00	1,600.00
2120022000	Advertising	1,000.00	1,000.00	1,000.00
2120022500	Memberships	1,800.00	1,900.00	1,900.00
2120023000	Banking Charges & Audit expense	14,500.00	15,700.00	16,900.00

2120023500 Legal Fees	1,000.00	1,000.00	1,500.00
2120024000 Assessment Services	5,700.00	5,800.00	5,900.00
2120024500 IT Services/Website	5,000.00	7,600.00	8,000.00
2120027000 Insurance Premiums	7,732.00	7,831.00	7,950.00
2120051000 Office Supplies & Services	6,000.00	4,500.00	4,500.00
2120054000 Admin Utilities	3,750.00	4,000.00	4,000.00
2120080000 Admin - Amortization Expenses	560.00	560.00	560.00
	<u>58,558.00</u>	<u>65,408.00</u>	<u>69,954.00</u>

Fire

Account #	Description	2023 Budget		
2230076000	Fire Association Requisition	8,150.00	8,250.00	8,250.00
2230076500	Fire Capital Contribution	1,000.00	1,000.00	1,000.00
		<u>9,150.00</u>	<u>9,250.00</u>	<u>9,250.00</u>

2028 Centennial Event

Account #	Description	2023 Budget		
3000036000	Village of Hussar Centennial Event Reserve	750.00	750.00	750.00

Emergency Management

Account #	Description	2023 Budget		
2240051000	Emergency Supplies & Services	100.00	100.00	100.00

Ambulance/Emergency Services

Account #	Description	2023 Budget		
2250076000	WADEMSA Requisition	1,312.00	1,312.00	1,312.00
		<u>1,312.00</u>	<u>1,312.00</u>	<u>1,312.00</u>

RCMP & Bylaw Enforcement

Account #	Description	2023 Budget		
1260051000	Animal Licenses	(600.00)	(1,000.00)	(800.00)
1260051500	Provincial Fines Distribution	(160.00)	(160.00)	(160.00)
2000076600	RCMP	6,410.00	9,937.00	9,937.00
2260035000	Protective Services	550.00	550.00	550.00
		<u>6,200.00</u>	<u>9,327.00</u>	<u>9,527.00</u>

Public Works

Account #	Description	2023 Budget		
1310041000	PW Services/Supplies	(1,000.00)	(500.00)	(500.00)
1720081000	Grants from Others - Summer Student)	(1,800.00)	(2,250.00)	(2,000.00)
2310011000	Public Works Wages	40,000.00	39,000.00	38,200.00
2310012000	Public Works Benefits	5,088.00	5,265.00	5,265.00
2310013000	Public Works CPP/EI	3,725.00	3,900.00	3,900.00
2310014000	Public Works Training	500.00	250.00	250.00
2310025000	Equipment Maintenance	4,500.00	9,500.00	6,000.00
2310025500	Contracted Maintenance	1,500.00	1,500.00	1,500.00
2310025600	Building Maintenance	2,500.00	3,500.00	4,500.00
2310026000	Equipment Rentals	500.00	250.00	500.00
2310027000	Insurance Premiums	1,733.00	1,743.00	1,743.00
2310035000	Weed Inspector	250.00	300.00	300.00

2310051000 PW General Supplies	3,000.00	2,500.00	2,500.00
2310051500 Public Works Tools/Equipment	2,700.00	1,500.00	1,700.00
2310052500 Cardlock Fuel	4,500.00	4,200.00	4,200.00
2310054000 Public Works Utilities	5,750.00	5,750.00	5,750.00
2310077000 Transfer to Equipment Reserve	10,000.00	10,000.00	12,000.00
2310080000 Common - Amortization Expense	7,930.00	7,930.00	7,930.00
	91,376.00	94,338.00	93,738.00

Roads

Account #	Description	2023 Budget		
1320054000 Fortis Franchise		(31,000.00)	(32,000.00)	(33,000.00)
2320025000 Roads Contracted Maintenance		9,000.00	6,500.00	7,000.00
2320024000 Roads Maintenance		1,500.00	3,000.00	3,000.00
2320054000 Utilities - Street Lights		21,000.00	24,000.00	24,500.00
2320080000 Roads - Amortization Expense		70,130.00	70,130.00	70,130.00
		70,630.00	71,630.00	71,630.00

Water

Account #	Description	2023 Budget		
1410040000 Water Billing		(79,516.00)	(85,680.00)	(85,680.00)
1410041000 Water Services/Supplies		(100.00)	(100.00)	(100.00)
1410041500 Bulk Water Sales		-	-	-
1410051000 Water Penalty		(1,050.00)	(1,400.00)	(1,400.00)
2410021500 Water Postage & Freight		500.00	550.00	650.00
2410023000 Water Operations Contract		27,600.00	29,500.00	29,500.00
2410023500 Water Testing		250.00	250.00	250.00
2410025000 Water Contracted Maintenance		24,000.00	20,000.00	20,000.00
2410026000 Lease Payments		3,166.00	3,250.00	3,360.00
2410027000 Insurance Premiums		1,699.00	1,784.00	1,850.00
2410051000 Water Services/Supplies		152.00	155.00	250.00
2410053000 Treatment Chemicals		4,800.00	4,800.00	4,800.00
2410054000 Water Utilities		17,000.00	22,000.00	22,000.00
2410077000 Transfer to Reserves		1,499.00	4,891.00	4,891.00
2410080000 Water - Amortization Expense		38,630.00	38,630.00	38,630.00
		38,630.00	38,630.00	39,001.00

Wastewater

Account #	Description	2023 Budget		
1420040000 Sewer Billing		(29,664.00)	(20,160.00)	(20,160.00)
1420051000 Sewer Penalty		(1,000.00)	(800.00)	(800.00)
2420023000 Sewer Operations Contract		7,000.00	7,500.00	7,500.00
2420025000 Contracted Maintenance		3,675.00	3,700.00	3,700.00
2420027000 Insurance Premiums		1,001.00	1,051.00	1,100.00
2420051000 Sewer Services/Supplies		120.00	120.00	120.00
2420054000 Sewer Utilities		3,500.00	4,500.00	4,500.00
2420077000 Transfer to Reserves		14,872.00	4,040.00	4,040.00
2420080000 Sewer - Amortization Expense		22,338.00	22,338.00	22,338.00
2420083000 Debenture Interest		496.00	-	-
		22,338.00	22,289.00	22,338.00

Solid Waste

Account #	Description	2023 Budget		
1430040000 Garbage Collection Billing		(31,512.00)	(32,136.00)	(32,136.00)

1430051000 Garbage Collection Penalty	(500.00)	(600.00)	(600.00)
2430011000 Garbage Collection Wages		3,600.00		3,600.00		3,600.00
2430025000 Transfer Site Maintenance		7,000.00		8,700.00		8,700.00
2430035000 Transfer Site Labour		7,875.00		7,900.00		7,900.00
2430054000 Transfer Site Utilities		525.00		550.00		550.00
2430076000 Drum Solid Waste Requisition		7,646.29		9,015.00		9,015.00
2430077000 Transfer to Reserves		4,611.96		2,212.00		2,185.00
2430078000 SAEWA Requisition		99.75		105.00		132.00
2430077000 Loan Interest		654.00		654.00		654.00
		-		-		-

WFCSS

Account #	Description	2023 Budget		
2510076000	FCSS Requisition	1,500.00		1,376.00
				1,376.00

Cemetery

Account #	Description	2023 Budget		
1560041000	Cemetery Revenue	(2,000.00)	(2,000.00)
1560055000	Cemetery Interest	(5.00)	(5.00)
1560059000	Cemetery Donations	(1,000.00)	(1,000.00)
1560077000	Transfer from Reserves/Perpetual Account	(6,000.00)	(27,143.00)
2560011000	Cemetery Wages	225.00		300.00
2560021500	Cemetery Postage/Freight	-		-
2560025000	Cemetery Maintenance	687.00		687.00
2560051000	Cemetery Goods & Services	6,693.00		27,761.00
2560054000	Cemetery Utilities	1,200.00		1,200.00
2560080000	Cemetery Amortization Expense	200.00		200.00
		-		-

Planning & Development

Account #	Description	2023 Budget		
1610041000	Development Permits	(650.00)	(600.00)
1610084000	Provincial Grant	-		-
2610022000	Planning & Development Advertising	1,000.00		1,000.00
2610023000	Planning & Development Consulting	-		630.00
2610076000	Palliser Requisition	3,000.00		4,000.00
		3,350.00		5,030.00

Campground

Account #	Description	2023 Budget	2024 Budget	2024 Budget
1720041000	Campground Revenue	(4,000.00)	(4,700.00)
1720056500	Fish & Game Club Payments	(500.00)	(500.00)
1720059000	Campground Donations	-		-
1720081000	Grants from Others	-		-
2720011000	Campground Wages	3,000.00		3,200.00
2720025000	Campground Maintenance	5,000.00		5,000.00
2720027000	Campground Insurance	364.00		381.00
2720051000	Campground Services & Supplies	1,000.00		1,000.00
2720054000	Campground Utilities	4,500.00		4,700.00
2720077000	Transfer to Campground Reserve	-		-

2720080000 Parks & Rec - Amortization Expense	43,768.00	43,768.00	43,768.00
	53,132.00	52,649.00	52,868.00

School Grounds

Account #	Description	2023 Budget		
2730011000	School ground wages	1,000.00	500.00	1,000.00
2730025000	School ground maintenance	1,500.00	1,400.00	1,500.00
		2,500.00	1,900.00	2,500.00

Library

Account #	Description	2023 Budget		
1740056500	Library Payments			
2740076000	Marigold Requisition	1,245.00	996.00	1,100.00
2740076500	Hussar Library Contribution	500.00	500.00	500.00
2740080000	Culture Amortization Expense	1,480.00	1,480.00	1,480.00
		3,225.00	2,976.00	3,080.00

Operating Budget

	197,230.82	185,036.00	185,036.00
Less: Amortization Expenses	(185,036.00)	(185,036.00)	(185,036.00)
Add: Debenture Principal Payments	8,805.18	-	-
Add: Transfer to Capital Reserves			
TOTAL OPERATING BUDGET	21,000.00	-	-

Approved this ___ day of _____, 2024

Les Schultz, Mayor

Liz Santerre, CAO

Village of Hussar
List of Accounts for Approval
Batch: 2024-00102 to 2024-00110

Bank Code: AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Payment Amount
9654	2024-10-08	David Van Caeseele	400.00
9655	2024-10-08	Data Scavenger Inc.	157.50
9656	2024-10-08	EPCOR Utilities Inc.	289.69
9657	2024-10-08	Gleichen Standard Transport	152.44
9658	2024-10-08	Jepson Petroleum Ltd.	36.36
9659	2024-10-08	JG Water Services	4,670.69
9660	2024-10-08	KaizenLAB Inc.	143.96
9661	2024-10-08	Reality Bytes Incorporated	157.50
9663	2024-10-08	Telus Mobility	114.35
9664	2024-10-08	Telus	37.75
9665	2024-10-08	Wheatland County	1,445.60
9667	2024-10-10	Armstrong Auto Service	292.06
9668	2024-10-10	AMSC Insurance Services Ltd.	1,171.67
9669	2024-10-10	Canada Revenue Agency	2,245.67
9670	2024-10-10	Sunset Memorial & Stone Ltd.	907.20
9671	2024-10-10	Wild Rose Assessment Service	507.50
9673	2024-10-23	Alberta Municipal Services Corp	3,813.02
9674	2024-10-23	Barry & James LLP	873.31
9675	2024-10-23	Direct Energy	212.02
9676	2024-10-23	Gleichen Standard Transport	39.21
9678	2024-10-23	Plante, Michelle	525.00
9679	2024-10-23	Wheatland County	1,639.67
Total Computer Cheque:			19,970.19
Total AP:			19,970.19

Certified Correct This November 6, 2024

Reeve

Administrator

VILLAGE OF HUSSAR EQUIPMENT PLAN (2021 -2028)

Equipment	Next Year to Replace	2021	2022	2023	2024	2025	2026	2027	2028
Tractor	2030	\$ 39,411.75			\$ 10,153.00				
Truck	2025					\$ 45,000.00			
Sanding Unit	TBD		\$ -						
Ride on Mower	2026	\$ 11,383.20				\$ 12,000.00			
Bush mower	2028								\$ 3,000.00
Snow Blade	2027		\$ 1,480.00				\$ 1,500.00		
TOTAL		\$ 50,794.95	\$ -	\$ 1,480.00	\$ 10,153.00	\$ 45,000.00	\$ 12,000.00	\$ 1,500.00	\$ 3,000.00
Equipment Reserves		\$ 21,626.78	\$ 10,000.00	\$ 18,520.00	\$ 30,408.00	\$ 40,408.00	\$ 40,408.00	\$ 38,408.00	\$ 46,908.00
Capital Reserves		\$ 29,168.17	\$ -	\$ -	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -
Maintainance				\$ 1,480.00					
Total		\$ 50,794.95	\$ 10,000.00	\$ 20,000.00	\$ 20,255.00	\$ 30,408.00	\$ 28,408.00	\$ 36,908.00	\$ 43,908.00

Approved this ____ day of _____, 2024

Les Schultz, Mayor

Liz Santerre, CAO

JGwaterservices Montly Summary For Oct 2

October 11, 2024	High level alarm lift station cleared alarm and reset
October 13, 2024	Worked on the unit heater in the 3 water buildings
October 24, 2024	Winterized campground, blew out and drained lines
October 25, 2024	High level alarm lift station cleaned floats , reset, ordered Vac truck a



Outlook

Designation of Affordable Housing Accommodation

[REDACTED]

Date Thu 2024-10-03 11:15 AM

1 attachments (65 KB)

MO No. 2024-011.pdf;

This message is being sent on behalf of ADM David Williams

Dear CAO:

Housing affordability is a key priority for the Government of Alberta, and recently, it has taken steps to ensure that property tax exemptions support the provision and delivery of affordable housing. The *Municipal Affairs Statutes Amendment Act*, which came into effect in May 2024, amended the *Municipal Government Act (MGA)* as follows.

- Section 363 provides property tax exemptions for affordable housing accommodations as defined by the *Affordable Housing Act (AHA)*.
- Municipalities will continue to have the ability to remove such exemptions locally through bylaw, but the education property tax portion would remain exempt.
- The provisions that have property tax implications will come into force on January 1, 2025.

To support the implementation of the MGA amendments, the Minister of Seniors, Community and Social Services has issued a Ministerial Order No. 2024-011 (Attachment). The Ministerial Order clarifies the definition of affordable housing accommodation under the AHA. In order for a housing accommodation to be designated as an affordable housing accommodation, which may be at the unit level, it must:

- be subject to an agreement between the owner and operator of the housing accommodation and the Government of Canada, Province of Alberta, or a municipality;
- have rental rates which are below market rates, pursuant to the agreement with an order of government;
- be owned or operated by a not-for-profit organization, incorporated under the *Societies Act*, *Companies Act* or *Business Corporations Act*, a management body established under the AHA, or a similar organization as determined under the Ministerial Order, that has a stated mission or mandate to serve those in core housing need (as defined in section 8(2)(a) of the *Social Housing Accommodation Regulation*) or to provide housing to target population groups identified in *Stronger Foundations: Alberta's 10 year strategy to improve and expand affordable housing*.

Please note that seniors' lodges are already exempt through section 362 (1) (m) and (n)(iv) of the MGA, and do not need to be designated through this process. Similarly, accommodations

owned by the Alberta Social Housing Corporation (ASHC) or previously owned and transferred to affordable housing providers are already exempt from property tax through the *Social and Affordable Housing Accommodation Exemption Regulation* (SAHAER).

Currently, the ASHC does not have any operating or grant agreements with affordable housing providers in your municipality. If your municipality has agreements with affordable housing providers that fit the criteria in the Ministerial Order, please respond to this email with:

- The name of the affordable housing provider;
- The expiry date of the agreement between your municipality and the provider;
- The number of units under agreement and unit type (e.g., bachelor, one-bedroom, etc.);
- The address(es) of the affordable housing accommodation.

Please send your responses to [REDACTED] by October 21, 2024.

Thank you for your continued support and cooperation to ensure that low-income Albertans have access to housing that meets their needs. I look forward to continuing to work with you as we improve and expand the affordable housing system.

[REDACTED]
Assistant Deputy Minister
Housing Division
Seniors, Community and Social Services

Attachment: Ministerial Order No. 2024-011





ALBERTA

SENIORS, COMMUNITY AND SOCIAL SERVICES
Office of the Minister

Ministerial Order No. 2024-011

WHEREAS, pursuant to section 1(a) of the *Alberta Housing Act* (the Act), "affordable housing accommodation" means a housing accommodation designated by the Minister as an affordable housing accommodation under section 31.1(1);

AND WHEREAS, pursuant to section 31.1(1) of the Act, the Minister may designate a housing accommodation as an affordable housing accommodation if the Minister is of the opinion that in the circumstances the housing accommodation is suitable for designation as an affordable housing accommodation;

AND WHEREAS, pursuant to section 3(3) of the Act, the Minister may delegate to any person any power, authority or obligation conferred or imposed on the Minister under the Act.

THEREFORE, I, JASON NIXON, Minister of Seniors, Community and Social Services, pursuant to section 31.1(1) of the *Alberta Housing Act*, hereby:

1. Establish the circumstances under which a housing accommodation is suitable for designation as an affordable housing accommodation are that it must:
 - a. be subject to an agreement between the owner or operator of the housing accommodation and the Government of Canada, Province of Alberta, or a municipality;
 - b. have rental rates which are below market rates, pursuant to the agreement referred to in subclause (a); and,
 - c. be owned or operated by a not-for-profit organization incorporated under the *Societies Act*, *Companies Act*, or *Business Corporations Act*, a management body established under the *Alberta Housing Act*, or similar organization as determined under this Ministerial Order, that has a stated mission or mandate to serve those in core housing need (as defined in section 8(2)(a) of the *Social Housing Accommodation Regulation*) or to provide housing to target population groups identified in *Stronger Foundations: Alberta's 10-year strategy to improve and expand affordable housing*.
2. Delegate to the Assistant Deputy Minister, Housing Division, the authority to designate a housing accommodation as an affordable housing accommodation, in accordance with the circumstances set out in clause 1, including the authority to determine a similar organization under clause 1(c).

3. Direct the Assistant Deputy Minister, Housing Division, to create and maintain a list of designated affordable housing accommodations to be reviewed and updated at least annually, or upon notification of the transfer of a housing accommodation designated as an affordable housing accommodation under this Ministerial Order.

DATED this 2 day of August, 2024.



Jason Nixon
Minister of Seniors, Community and Social Services



ALBERTA INTERIM POLICE ADVISORY BOARD

Report to Municipalities, Police Governance Bodies,
and Stakeholders

October 2024

Alberta Interim Police Advisory Board Communiqué

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Introduction

The purpose of this communiqué is to update municipalities, police governance bodies, and other stakeholders on the Alberta Interim Police Advisory Board’s work to date. This document provides an overview of the police funding model (PFM) implemented in 2019; Bill 6, the Police Amendment Act, which establishes a new system of police governance in Alberta; and Bill 11, the Public Safety Statutes Amendment Act, which establishes an independent police agency.

From its inception, the Interim Board has prioritized communicating and consulting with municipalities and existing police governance bodies. The Interim Board has endeavored to update stakeholders on the work it has undertaken, as well as solicit feedback through surveys and meetings to inform that work. All previous Interim Board communiqués are available on the [ABmunis policing hub](#).

Alberta Interim Police Advisory Board

History and Background

In December 2019, the Government of Alberta (GoA) introduced a new, five-year Police Funding Model (PFM) that applies to municipalities receiving police services from the RCMP under the Provincial Police Service Agreement (i.e. municipalities with populations under 5,000 and all municipal districts and counties). The following spring, the Minister of Justice and Solicitor General established the Alberta Police Advisory Board to give municipalities a stronger voice in setting RCMP policing priorities. The creation of this board aligned with Alberta Association of Police Governance (AAPG), Alberta Municipalities (ABmunis), and Rural Municipalities of Alberta (RMA) advocacy calling for municipalities to have greater oversight of policing, particularly now that they were paying directly for a portion of policing costs.

The Alberta Police Advisory Board was originally meant to be implemented in two phases; in the first year, an Interim Board would develop the structure and scope of the Advisory Board. On completion

of the Interim Board’s mandate, the work of the Operational Police Advisory Board would begin for a four-year term.

According to the [Terms of Reference](#) developed by Justice and Solicitor General, the Interim Board is made up of one representative from the AAPG Executive, four representatives from the ABmunis Board, and four representatives from the RMA Board.

Interim Police Advisory Board Current Membership

AAPG	ABmunis	RMA
Ian Sanderson Chair of the St. Albert Policing Committee	Tanya Thorn Mayor, Town of Okotoks, and Interim Board Chair	John Burrows Councillor, Woodlands County
	Tyler Gandam Mayor, City of Wetaskiwin	Paul McLaughlin Reeve, Ponoka County
	Krista Gardner, Councillor, Town of Calmar	Jason Schneider Reeve, Vulcan County
	Trina Jones Councillor Mayor, Town of Legal	Kara Westerlund Councillor, Brazeau County

The Interim Board was originally mandated with:

1. Developing the scope and terms of reference for the Operational Board.
2. Developing a recruitment and selection process for Operational Board members.
3. Developing governance documents for the Operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document.
4. Providing input, advice, and recommendations to the government and RCMP “K” Division on the buildup of the provincial police service.
5. Providing input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the Operational Board.

The Interim Board fulfilled its mandate one year later, with [recommendations on governance](#) submitted to the Minister of Justice and Solicitor General, in June 2021. At the end of 2021, the Board was notified that the Ministry would be providing financial and staff support to the Board but would not be moving forward with the recommendations.

In early 2022, a new Minister was appointed as Minister of Justice and Solicitor General and the Board requested that this Minister review and reconsider the Board’s recommendations. The new Minister directed the Board to provide advice on provincial policing priorities for 2023, as well as support the transition to an Operational Board.

In June 2022, the Board was notified that recruitment for an Operational Board would likely be delayed and asked whether the Interim Board members would be willing to continue to participate on the Board until an Operational Board could be established, using the GoA’s internal recruitment and selection process instead of the recommendations that the Board had previously provided.

AAPG, ABmunis, and RMA advised that they were willing to continue serving on the Interim Board, subject to the following conditions:

- Justice and Solicitor General provides administrative support to the Board and the Board Chair.

- The mandate of the Operational Board is amended to enable the Board to be effective in its advisory role and to determine its annual work plan.
- A new Terms of Reference for the Board is created.
- The Interim Board's recommendations related to governance of the Operational board are reviewed and the Ministry provides rationale for the direction it took regarding these recommendations.

Following the October 2022 UCP leadership race and the election of Danielle Smith as party leader, Mike Ellis, MLA for Calgary-West, was appointed as Minister of Public Safety and Emergency Services.

In early 2023, the Board was advised by the Public Safety and Emergency Services staff that:

- Minister Ellis was looking for us to proceed with previous support requests.
- A new Terms of Reference would be created.
- An administrative position was in the process of being hired.

The [updated Terms of Reference](#) was finalized by the Board in May 2023. The Board's new mandate was to:

- Provide ongoing input, advice, and recommendations to the GoA and RCMP "K" Division on policing in Alberta.
- Collaborate with the GoA and RCMP "K" Division to develop annual provincial policing priorities.
- Engage with the GoA and RCMP "K" Division to provide input, advice, and recommendations on any other issues, plans, or documents as determined by the GoA.
- Provide recommendations and advice on the buildup of PPSA resources from the PFM revenue during the Board's term.
- Serve as a communications conduit between all municipalities served by the RCMP through the PPSA and the GoA/RCMP "K" Division. This includes:
 - Regularly reporting to municipal associations and PPSA municipalities on the Board's activities and other policing-related information.
 - Regularly soliciting local input from PPSA municipalities and other relevant organizations on policing issues, initiatives, and priorities.
 - Distributing at least one annual survey to seek input from PPSA municipalities seeking input or further clarification on how they are seeing these priorities improved in their communities.
 - Distributing a survey every third year to aid the Board's input into the provincial policing priorities development process.
 - Working with the GoA and RCMP "K" Division to provide information to municipal associations and communities on how police funds were spent and the resulting outcomes.
 - Creating the Board's annual work plan to assist with the completion of deliverables.
 - Providing input into the next phase of the Provincial Policing Funding Model.
 - Aid and support the ministry in the transition from the Interim Board to a Permanent Board.

Throughout 2023 and 2024, the Board has continued to meet with the RCMP and Public Safety and Emergency Services staff to provide input into the 2023 provincial policing priorities and RCMP resource allocation (see Appendix A for more details on RCMP staffing).

In February 2024, Minister Ellis announced provincial policing priorities for the upcoming year for all policing in Alberta. Consequently, the Board determined that there was no need to survey our

members on any changes to the policing priorities in the RCMP Joint Business Plan. The Board has provided input into the Police Amendment Act Regulations and advised that the consultation period on PFM renewal is not sufficient given that this model will expire in March 2025. Following the Board's July 2024 meeting with Minister Ellis, we are waiting for an update from the Ministry on the Board's next steps, including timelines and deliverables.

Board Benefits and Challenges

AAPG, ABmunis, and RMA acknowledge that participating on the Interim Board has been beneficial in building relationships with the RCMP and Ministry staff. The Deputy Commissioner and Commander of "K" Division, along with senior RCMP staff, have attended all Interim Board meetings and demonstrated a strong commitment to municipal engagement, at both the local and provincial level. AAPG, ABmunis, and RMA have noted several improvements to RCMP accountability and transparency since the establishment of the Interim Board, including:

- Standardized reporting and invoicing forms.
- Municipal education sessions on multi-year financial plans.
- The development of a performance evaluation framework for the RCMP Joint Business Plan.
- Detailed information on the allocation of PFM funds to augment RCMP resources.

Having all partners (Ministry of Public Safety & Emergency Services, RCMP and municipalities) involved in and impacted by contracted RCMP policing services at the same table has resulted in a valuable sharing of perspectives, as well as a broader understanding of all the challenges faced by each entity. Interim Board members often have access to valuable information, discussions, and updates that we wouldn't have access to otherwise. We have also gained a solid understanding of how the resources supported by PFM funding have affected crime across the province.

The Board has seen four Ministers since our inception, which has created a learning curve with each new Minister and resulted in some shifting of priorities and policy directions. With the transition to an Operational Provincial Advisory Board anticipated in early 2025, the Board is currently seeking clarity from Minister Ellis on what role he would like the Board to take in the transition, as well as any deliverables he wishes to assign to the Board.

Police Funding Model (PFM)

Background

The PFM, introduced in December 2019 and implemented in 2020-21, applies to municipalities with populations under 5,000, as well as municipal districts and counties, which are policed by the provincial police service. The PFM takes the total cost of frontline officers and redistributes a portion of those costs to these municipalities. The implementation of the PFM required those communities that had not previously paid for frontline policing to begin contributing a portion of the costs. At the time of implementation, the GoA committed that the additional revenue raised through the PFM would be reinvested into policing, with a priority on core policing.

Under the five-year model, municipalities pay 10% of provincial policing costs in Year One, 15% in Year Two, 20% in Year Three, and 30% in Years Four and Five. Each municipality's share of policing costs is calculated according to a formula that weighs equalized assessment at 50% and population at 50%, with modifiers related to shadow populations, crime severity, proximity to detachment, and existing enhanced policing positions. The province has shared a [spreadsheet](#) listing the costs for

affected municipalities over the five years, as well as [sample calculations](#) for the distribution of costs under this model.

Use of Police Funding Model (PFM) Funds

As previously mentioned, the RCMP has shared detailed information on how PFM funds have been used to augment its resources. The RCMP understands that police resource levels are important to Alberta communities, particularly under the PFM. Within the RCMP’s integrated service delivery model, detachment resources are augmented by centralized frontline support and specialized units, as well as by civilian support positions. This means that even detachments that do not receive new police officer positions benefit from additional centralized services, as these positions enable frontline officers to spend more time on community policing.

The RCMP and the Board have prioritized using PFM funds to:

- Ensure adequate resources in frontline detachments.
- Enhance specialized support services for emergency response and investigational capacity.
- Focus on community safety and well-being to help address the root causes of crime.

To help determine where to allocate new resources, the RCMP analyzed its workload at each detachment, looking at factors such as travel time, call volume, the type of crimes occurring in the area, amount of time required for investigations, the size of detachment, and the time available for proactive policing (strategic patrols, community engagement, visiting schools, and attending community events).

The following table provides a summary of the positions created using PFM funds. Additional information on position locations and types is available in Appendix A.

Year	Police Officer Positions		Civilian Support Positions	
	Positions Created	Positions Filled	Positions Created	Positions Filled
2020-21	76	76	57	57
2021-22	55	53	42	40
2022-23	40	24	52	42
2023-24	108	55	91	39
Total	279	208	242	178

The RCMP has acknowledged municipal concerns about staff recruitment and retention, vacancies, and emergency response, and has provided further information about current strategies to address these issues in Appendix B.

Invoicing and Vacancies under the PFM

The Interim Police Advisory Board also believes it is important to clarify that under the current PFM, there is no direct link between the number of positions at a detachment and the amount that communities are invoiced. As mentioned above, each municipality’s share of policing costs is calculated based on equalized assessment and population. This means that regardless of whether a detachment is at full strength or if there are vacancies, the PFM amount invoiced to communities by the GoA remains the same.

The RCMP does invoice the GoA for provincial police services based on the actual number of RCMP members that are employed full time. This means that the province does not pay for vacant

positions¹ under the Provincial Police Service Agreement, and that the province is not charged for newly created positions until they are filled. Given that the RCMP, like other police services at this time, has struggled with recruitment, the province has chosen to invest the refunds for unfilled positions into other initiatives to reduce crime and enhance public safety. The RCMP's Real-Time Operations Centre, which supports frontline members with real-time, accurate, and actionable intelligence, is one example of how these funds have been invested.

Police Funding Model (PFM) Renewal

As the PFM expires in March 2025, the Public Safety and Emergency Services Ministry is expected to begin engaging on a renewed model. The Police Advisory Board has not yet received a timeline for this engagement. Department staff have indicated that if engagement is not completed in time for the 2025-26 fiscal year, the Minister will be asked to consider extending the model for an additional year, billing municipalities at the same rate as in Year Five (30% cost recovery). The Board is still waiting for confirmation of this.

When the PFM was created in 2019, the base cost utilized to calculate each municipalities costs was \$285M. This represents the estimated cost of delivering front-line services under the RCMP contract for Alberta's provincial police service. Since then, there have been significant increases in RCMP policing costs, due to collective bargaining settlements, equipment upgrades, body-worn cameras, and so on. The GoA has paid all of these increased costs as they have not been factored into the PFM to date.

As the Ministry considers renewing the PFM, it is important for our members to understand that this escalation of costs has resulted in an increase in the cost of delivering frontline policing to a conservative estimate of \$311.4 million in 2024. Even if the GoA only changes the base cost in the original PFM formula (and not the percent of cost recovery), this will result in increased costs for all municipalities.

Police Act Amendments

New Police Governance Model

The Police Act mandates the GoA to ensure that adequate and effective policing is maintained in Alberta. Following several years of engagement with stakeholders and the public, the province passed Bill 6, the Police Amendment Act (PAA), in December 2022. According to the GoA, this legislation was intended to increase police transparency and enhance public trust to help build safer communities. In addition to other reforms, the legislation required the formation of civilian governance bodies for all municipalities in Alberta, with the intent for communities to have a role in setting policing priorities and performance goals. The PAA creates several new mandated structures for municipal input into policing:

- Communities with a population over 15,000 that are policed by the RCMP with an MPSA will be required to establish municipal policing committee.
- Communities with a population of under 15,000 policed by the RCMP with a Municipal Police Service Agreement (MPSA) will be represented by regional policing committees but will have the option to form their own municipal policing committee.

¹ The RCMP categorizes vacancies as either "hard" or "soft". Hard vacancies refer to unfilled positions, while soft vacancies refer to temporary absences such as injury or parental leave. While contract partners are invoiced for soft vacancies, they are not invoiced for hard vacancies.

- Communities policed by the RCMP under a Provincial Police Service Agreement (PPSA) will be represented by a Provincial Police Advisory Board (PPAB).

As next steps to the 2022 legislative amendments, the GoA is currently developing supporting regulations to clarify the powers, duties, functions, and composition of these new governance bodies, as well as the configuration of regional policing committees. Written submissions were accepted until mid-March 2024 and were in the form of an online questionnaire.

It is our understanding that the PPAB will be in place by early 2025. However, it is unclear what role the Interim Police Advisory Board will play moving forward with this transition. The Board has expressed through our original governance recommendations and in subsequent engagements that the PPAB should develop governance, engagement, and accountability processes that align with the fact that policing challenges and priorities are often regional or local in nature. Before the PPAB begins speaking on behalf of those it represents, it must have a plan in place to ensure that perspectives from different parts of the province, as well as different groups within communities, are adequately represented.

Bill 11

In March 2024, the GoA introduced Bill 11, the Public Safety Statutes Amendment Act, which permits the province to establish a new policing organization. This new organization will work alongside police services across the province. Officers in the new agency would take on the responsibility for the roles currently carried out by the Alberta Sheriffs. This agency will have the authority and jurisdiction to support the RCMP, municipal police services, and First Nations police services in Alberta, with the goal of allowing other police services across the province to spend more of their time on core operations and frontline duties.

It is important to note that there was no mention of this new policing organization in the 2024-25 provincial budget, and it is unclear where the funding for this potential transition would come from. Unfortunately, it does not appear that there was any engagement done regarding Bill 11 with municipal associations, municipalities, or any other policing organizations, such as Alberta Sheriffs. This lack of engagement is concerning, considering the community input necessary to ensure that policing reflects local needs.

Although AAPG, ABmunis, and RMA support any effort that will help make life safer and more secure for Albertans, it is unclear how Bill 11 will accomplish this. There are many unknowns regarding how this entity will work with the RCMP at the local level in terms of collaboration, the development of Community Safety Plans, gathering community input, implementing policing priorities, and so on. If supported by proper governance and local input, enhanced police capacity is beneficial to rural communities, but there are risks around having two different entities providing similar services within the same community.

The Minister of Public Safety and Emergency Services has indicated that no decision has been made on the creation of an Alberta Provincial Police Service and that this new agency is not intended to replace the RCMP. The Interim Police Advisory Board has not been involved to date with the establishment of the new policing organization and does not anticipate that the future Operational Board will have any say in its governance.



Appendix A – Police Officer and Civilian Position Detail

Funding provided through the police funding model has enabled the Alberta RCMP to grow the Provincial Police Service by adding 279 police officer positions and 242 civilian support positions. The chart below highlights how many positions were added each year, and the current staffing status as of October 1, 2024.

PFM Position Allocation						
	RM			PS		
	Allocated	Filled	% Filled	Allocated	Filled	% Filled
PFM Year 1	76	76	100.00%	57	57	100.00%
PFM Year 2	55	53	96.36%	42	40	95.24%
PFM Year 3	40	24	60.00%	52	42	80.77%
PFM Year 4	108	55	50.93%	91	39	42.86%
Total	279	208	74.55%	242	178	73.55%

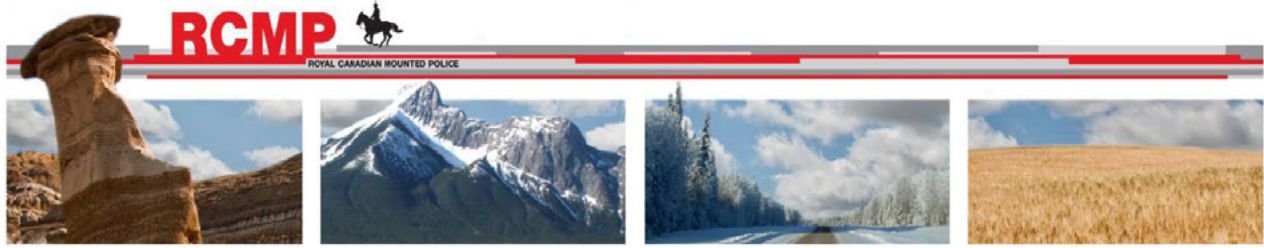
**Data as of Oct. 1, 2024. Number of filled positions fluctuate with new hires, transfers, leaves, etc.*

To ensure we provide a comprehensive policing service to Albertans, Alberta RCMP allocated positions afforded to us through the PFM to frontline policing, specialized support units and resources focused on addressing root causes of crime.

POLICE OFFICER POSITIONS

Police Officers Allocated to Detachments

Over four years, the Alberta RCMP added 136 Regular Member positions directly at detachments. When allocating police officer positions, our first priority was to ensure all detachments had adequate resources to balance the time spent responding to call for service with the time available to engage in activities such as strategic patrols, participation in community events and increased school presence. Through a workload analysis model and data related to the frequency, seriousness and type of crimes occurring, geography and population of the detachment area and travel time to calls, we determine the number of resources needed at each detachment to ensure we direct resources to where the data told us they were needed.



POLICE OFFICER POSITIONS BY DETACHMENT = 136 POSITIONS											
Central Alberta		31	Eastern Alberta		34	Southern Alberta		35	Western Alberta		36
District Detachments			District Detachments			District Detachments			District Detachments		
Bashaw	Stettler		Athabasca	Viking	Airdrie	Three Hills	Beaverlodge	Spirit River			
Blackfalds	Strathcona		Bonnyville	Westlock	Bassano	Vulcan	Edson	Swan Hills			
Breton	Sylvan Lake		Cold Lake		Bow Island		Evansburg	Valleyview			
Camrose	Thorsby		Elk Point		Canmore		Faust	Whitcourt			
Innisfail	Wetaskiwin		Kitscoty		Cochrane		Grande Prairie				
Leduc			Lac La Biche		Didsbury		High Level				
Morinville			Provost		Hanna		High Prairie				
Parkland			Smoky Lake		High River		Manning				
Ponoka			St. Paul		Lake Louise		Mayerthorpe				
Rimbey			Two Hills		Okotoks		Peace Regional				
Rocky Mountain House			Vegreville		Strathmore		Red Earth Creek				

Relief Support for Detachments

30 Positions were also allocated to Relief Teams. When staffed, these teams of police officers will be able to deploy to detachments experiencing short-term resource pressures.

Police Officers Allocated to Specialized Units

Ensuring that we have the necessary specialized services in place to support the work of the front-line officers when needed is critical to providing a comprehensive police service to our communities. To that end, the Alberta RCMP has increased capacity to a number of units that provide specialized support to detachments in areas such as investigations, forensic units, police-dog teams, and Emergency Response Teams (ERT). We were able to establish the Real Time Operations Centre (RTOC), a team of senior police officers who monitor operations in real-time, assess incident risk, coordinate resources (including with other police agencies and first responders) and manage the response. Additionally, we were able to build capacity in our teams dedicated to tackling financial and cybercrime, and in teams that provide specialized skills related to child advocacy. While these resources are not needed in each community every day, they are always available to address more dangerous situations or take on the more sensitive, complex, or serious files.

Police Officers Focusing on Root Causes of Crime

We also know enforcement alone or in isolation doesn't always work. Often, people facing addictions, mental health challenges and those who live without adequate housing are among offenders who land in a cycle of reoffending. We know there are root causes to some of this behavior, and while there are no simple solutions to address them all, there is work we can do with our community and social agency partners to achieve tangible, positive impacts to community safety. To this end, we used funding through the PFM to establish the Community Safety and Wellbeing Branch. With our partners, the Branch was able to build Rural Police and Crisis Teams (RPACT), teams of police officers and health professionals who respond to calls related to mental health. We also implemented the Virtual Opioid Dependency Program (VODP), which provides medical intervention and support to those dealing with addiction.



CIVILIAN SUPPORT POSITIONS

Civilian Supports Allocated at Detachments

Over four years, the Alberta RCMP added 77 Public Service Employee positions directly to detachments to enable police officers to be more visible with the communities they serve.

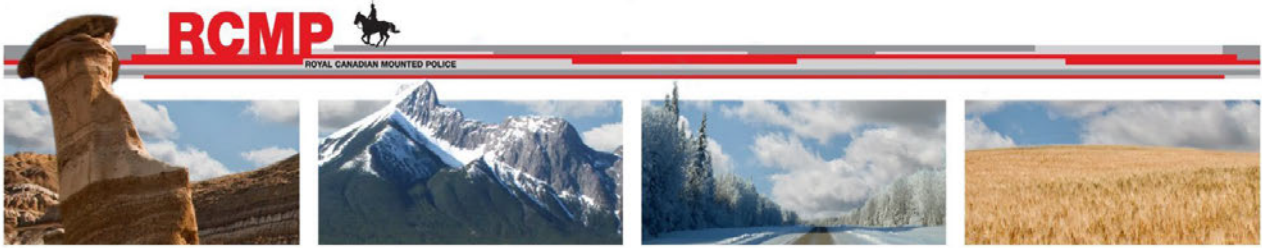
CIVILIAN SUPPORT POSITIONS BY DETACHMENT = 77 POSITIONS							
Central Alberta District Detachments 16		Eastern Alberta District Detachments 20		Southern Alberta District Detachments 21		Western Alberta District Detachments 20	
Bashaw	Wetaskiwin	Athabasca	Wood Buffalo	Airdrie	Nanton	Beaverlodge	Swan Hills
Blackfalds		Bonnyville		Beiseker	Picture Butte	Ft. Vermillion	Valleyview
Breton		Boyle		Bow Island	Strathmore	Fox Creek	
Camrose		Cold Lake		Cardston	Turner Valley	Grande Prairie	
Innisfail		Coronation		Cochrane	Vulcan	High Level	
Rimbey		Desmarais		Crowsnest Pass		High Prairie	
Rocky Mountain House		Elk Point		Didsbury		Hinton	
Strathcona		Kitscoty		Gleichen		Manning	
Stony Plain		Lac La Biche		Lake Louise		Mayerthorpe	
Sylvan Lake		Provost		Milk River		Peace Regional	
Thorsby		Two Hills		Olds		Peace River	
Wetaskiwin		Westlock		Oyen		Red Earth Creek	

Civilian Supports in Specialized Units

The Alberta RCMP allocated a number of civilian support positions in areas such as intelligence and analytics, digital forensics and scenes of crime. We were also able to dedicate more operators to the Operational Communication Centre (OCC) and build our Remote Piloted Aircraft Systems (or drones) program, to name a few. Additionally, we invested in establishing a Return-on-Investment Team that will help us assess whether our efforts are achieving their stated goals and objectives.

Civilian Supports Focusing on Root Causes of Crime

Civilian positions in Community Safety and Wellbeing branch provide critical support to communities by working with our community partners to tackle the root causes of crime. These include the Rural Police and Crisis Teams (RPACT), and teams focused on community engagement and outreach, social engagement, alternative and restorative justice, and youth programming.



Appendix B – RCMP Strategies for Recruitment, Retention, and Emergency Response

Enhancing Recruitment Efforts

Over the past several years, recruiting has been a challenge for not only the RCMP, but for all police organizations in North America. The Alberta RCMP has made addressing this challenge a top priority.

In addition to all detachments having their own recruiting strategy, over the past year we have attended over 1,200 events and engaged with over 400,000 people to talk about a policing career with the Alberta RCMP. These efforts are paying off: in April 2023, the Alberta RCMP had 102 applicants. As of May 2024, this number has more than tripled to 318 Albertans. Depot (the RCMP training academy) is also back to having troop gate that it had prior to the pandemic.

The Alberta RCMP has also been focused on recruiting experienced police officers, and over the past couple of years a significant number of experienced police officers have joined the. Several years ago, regular member officers received a pay raise that brought their salaries in line with other police officers in Canada, and this pay raise has had a positive impact on our ability to recruit officers to the RCMP.

We're continually working to find efficiencies in the application process, and thus far have cut the time it takes to get into training to 6 months. We're examining ways to cut that timeframe down even further.

Our focus on recruiting remains, and will continue to remain, a top priority for the Alberta RCMP.

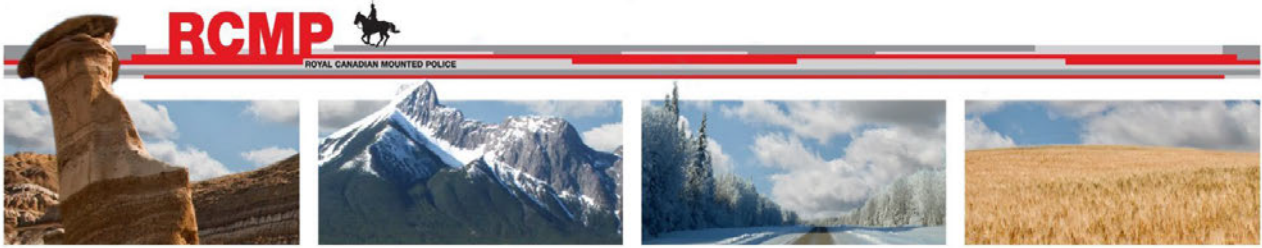
Addressing Vacancies

Increased vacancy rates have been a challenge for all police services in North America, including the Alberta RCMP. Ensuring that we have enough police officers in our detachments to respond to calls is a critical aspect of how we manage our resources. We are continually analyzing our service delivery models to ensure they are as efficient and effective as they could be. Some of this work includes regular examination of shift schedules to ensure optimal schedules are in place or looking at alternate service delivery models such as regional options, fly-in options for remote communities. This work is always done in consultation with the communities, as if the model doesn't meet their needs, it's not workable.

Our Human Resources Management dashboard allows our District Management Teams to continually monitor HR numbers at detachments to ensure they have an adequate number of police officers working at any given time. Should a detachment be experiencing a significant resource pressure, the District Management Team is able to redeploy resources from another area to address the pressure.

We share our vacancy rates with the Police Advisory Board at our meetings, and with the Ministry of Public Safety and Emergency Services on a monthly basis. As of Sept 14, 2024, our combined vacancy number is 17.3%, which includes both hard vacancies (meaning we don't have an officer to fill a position) and soft vacancies (meaning the position is encumbered, but the employee is away from work due to things such as medical or parental leave). Earlier this year, that number was closer to 20%, but we are seeing improvements every month.

The Alberta RCMP is very focused on recruiting to address hard vacancies, but we're also very focused on addressing our soft vacancies and have introduced number of initiatives to ensure we're supporting our



employees and getting them back to work as soon as they are able. These strategies include hiring additional doctors, disability case managers, nurses and psychologists and enhancing our mental health and wellness programs.

911 Call Response

The Alberta RCMP operates in a vast geographic area, which brings its own challenges. Given the geography and size of the areas we police, response times in a rural environment will be different than in an urban setting such as Calgary or Edmonton. That said, we continually monitor our response times to priority calls and implement any changes required to policy or by examining the service delivery model, ensuring we are best positioned to respond. In some cases, as a community evolves its existing detachment boundaries no longer make sense, so we examine whether adjustments to those boundaries would enhance our response.

We are also looking at ways to educate the public around proper use of 911, with the ultimate goal of reducing the number of non-emergency calls to 911. We've also hired a number of new operators in our call centers, which decreases wait times when calling 911. Additionally, the Alberta RCMP is currently working towards providing an easy-to-remember option for non-emergency calls.

The Alberta RCMP is always examining strategies that will positively impact response times and enhance our service.

24/7 Shift Coverage in all PPSA locations

In late 2000, the Alberta RCMP presented an analysis of what would be required to have police officers on shift 24/7 in each of our detachments to the Police Advisory Board. The key finding was that in order to do this, the Alberta RCMP would need to add an additional 350 police officers to the PPSA. Adding this many police officers would also require additional detachments and housing (in some locations), along with the items that our officers would need to do their job, such as equipment, vehicles and more. In order to achieve this, it required a significant increase in financial investment by the Province.

While we do not have someone on shift 24/7 in every one of our detachments, all detachments do have 24/7 coverage via our on-call officers.



BASSANO RCMP DETACHMENT

Monthly MOUNTIE MEMO

For: October 2024

In October 2024, Bassano RCMP responded to 81 events/calls for service. Including various levels of criminal, traffic and public assistance related files. Below is a snapshot of some of the various calls of service Bassano RCMP attended:

Stolen Vehicle and Drug Seizure:

On October 1st 2024 at 10:00 am, Bassano RMCP located a stolen vehicle from Calgary in the Bassano Esso parking lot. The vehicle was occupied and the driver and passenger were taken in to custody and 60 grams of suspected fentanyl was located, as well as various other weapons. Both were arrested and held in cells for a Judicial Interim Release hearing. 36-year-old High River resident, Cole MCLEAN, was charged with Failing to Comply with a Release Order and Cecily MATHER was arrested on an outstanding Traffic Safety Act warrant. Both are facing additional charges of Possession for the Purposes of Trafficking and Possession of Stolen Property over \$5000.00. The investigation is still ongoing.

Drug Dealing at Bar:

On October 11th, Bassano RCMP were called to a drinking establishment in Bassano for a reported drug deal between patrons. Upon attendance, the involved suspects (2 males & 1 female) were arrested. During the arrest, one male suspect became resistant and began fighting with Officers. After a brief struggle, he was brought into custody. Methamphetamine was located on the male fighting Police. Police Officers were uninjured during the altercation.

A 55 year-old, male Edmonton resident was arrested for 2 outstanding warrants from Edmonton and was released on scene with an Appearance Notice for Court. The female was released on scene with no charges after the investigation. A 58 year-old, male Bassano resident was arrested for 1 count of Possession for the Purposes of Trafficking and 1 count of Resisting Arrest and obstruction of a Police Officer as was brought back to cells. He was later released on conditions and an upcoming Court Date of Dec. 18th, 2024

Uttering Threats & Mischief:

On October 20th at 11:30pm, Bassano RCMP with the assistance of Brooks RCMP attended a report of a dispute between neighbours which escalated to threatening behavior, possibly with a firearm. A large Police presence was utilized to attend and call the suspect out of their residence. The investigation revealed no firearm was involved. 40-year-old, Neal MCKINNON of Bassano was arrested for Uttering Threats and Mischief, and held in cells for a judicial Interim Hearing. Court released MCKINNON on a host of conditions and upcoming Court Date of October 30th, 2024 in Brooks, AB

Police & Public Education: Help us – Help you!

Bassano RCMP encourages drivers to prepare for winter driving conditions

Alberta motorists are no strangers to how treacherous the roads become when the snow starts falling, especially on highways. Slippery conditions and reduced visibility can make winter driving hazardous, requiring extra caution and preparation.

- Bassano RCMP reminds drivers to stay safe this winter by following these driving tips:
-
- Ensure your car is winter-ready by installing winter tires, checking fluid levels, and replacing windshield wipers if needed.
- Drive at a slower speed to account for reduced traction on icy or snow-covered roads.
- Leave extra space between your vehicle and the one in front of you to allow for longer braking distances on slick roads.
- Make sure your headlights and taillights are on at all times to improve visibility for yourself and others.
- Fully clear all snow and ice from your vehicle, including windows, mirrors, and lights, before driving.
- Equip your vehicle with a winter survival kit, including items like a blanket, flashlight, food, water, and a shovel in case you get stuck.
- Be cautious on bridges, overpasses, and shaded areas, which tend to freeze faster and may have black ice that's difficult to see.
- Steer, accelerate, and brake smoothly to maintain control of your vehicle in slippery conditions.
- Keep your full attention on the road and avoid distractions, as winter driving requires heightened awareness of your surroundings.

For more tips on safe winter driving, follow us on Facebook [@RCMPinAlberta](#) and on X [@RCMPAlberta](#)

Commander Comments:

“Halloween was celebrated by the community and little ones and luckily no issues or large concerns presented themselves. The children were eager to collect as much candy and loot as could get while running about in puffy costumes due to the colder temperatures. Always great to watch!

While on patrols it was nice to see parents and even citizens without children walking around assisting in keeping an eye out for hazards to issues to ensure the children had a safe evening. We received no calls for service related to any Halloween hi-jinks, damage or dangers. It was clear to see the community effort paid off for the children, so thank you to Bassano, Hussar, Gem and Rosemary” - Sgt. Joe Schmidt Bassano Detachment Commander “.



Bassano RCMP Detachment
Bassano & County of Newell
Quarterly Report
July – September 2024

Prepared by:
Sgt. Joe Schmidt
Bassano RCMP Detachment Commander
October 10th, 2024

Brief Overview:

This report contains data and statistics covering the months of July, August and September 2024. During those months, Bassano Detachment Members responded to 282 events and calls for service throughout the jurisdictional area. A total of 3 prisoners were lodged at Brooks Detachment cells. There were 66 criminal record checks.

Bassano Detachment Staffing:

Currently Bassano Detachment is still working in alignment with Brooks Detachment. Both are utilizing their resources for call attendance and community events. As both Detachments face resources challenges, the new recruits are further developing their skillset, experience and taking on more complex workloads and investigations. The benefit of the collaboration between Bassano and Brooks and on going 24/7 schedule coverage, has allowed for numerous rural patrols at higher property crime times of day in the late evening/early morning hours. Trending data reflects this in a reduction in all crime percentages.

Currently, Bassano Detachment has 3 working Constables (one still on his Field Coaching program), Sergeant Commander and Public Service Employee. Currently there is one Constable on a medical leave for an indetermined time frame.

Significant Events:

July: Landlord/ Tenant Issues

Bassano RCMP responded 8+ times to disputes between different 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.

August: Assault with a Weapon

On August 21st, 2024 at 10:45 pm, Bassano RCMP responded to a report of an assault with a weapon at a local motel. Police attended and located a male victim who got into a physical altercation with his roommate over a dispute over sharing of groceries. During the altercation, the victim suffered a cut to his hand from a knife and was hit in the arm with a hammer. Police arrested the suspect on scene and he was brought to Brooks cells to be held for a bail hearing for this offence and two outstanding warrants. A 52-year-old Edmonton resident was charged with 2 counts of Assault with a Weapon, Uttering Threats and Mischief under \$5000.00 as well as his 2 outstanding TSA warrants.

September: Break and Enter / Theft of Tools

On September 9th, Bassano RCMP responded to a report of a break and enter to worksite near township 211 and Range Road 185. The residence was under construction and during the previous evening hours the side door was pried open. Two trailers on site were left unsecured and also entered. Stolen were numerous DeWalt power tools, batteries and rolls of copper wire nearing a total of \$30,000.00. There was no CCTV or witnesses located. There was no evidence on scene conducive for a forensic investigation. The investigation is still ongoing but thus far, has not led to identifying a suspect(s).

Community Policing:

July 2024: Sgt Schmidt met with the County of Newell Council & Bassano Council to review the Q2 Report and monthly Bassano reports. Both the County and Bassano Council were happy with the report and progress of the Detachment having a consistent Commander in place. Bassano issues spoken to were continued patrols of the town to encourage better driving habits and monitor noisy vehicles with loud exhaust. It was explained the current model of hubbing and Brooks/Bassano assisting each other with recruits and until other resources was in place. No concerns arose and they prefer and were happy with the 24/7 coverage this provided the community.

August 2024: Sgt Schmidt and new Bassano recruits attended the HALO fundraiser event at Brooks CRA Center. Participants and spectators included all Village, Town and County representatives with public engagement for first responder equipment, HALO demonstration and Brooks RCMP, Peace Officers and EHS providing demonstrations. All Bassano Council Members were enthusiastic about the event participation. Sgt Schmidt made patrols and completed town walk throughs of Hussar, Rosemary and Bassano and visited all financial institutions to collect updated info for the BCP and EOPs. Pop-in visits with business owners and Council Members was appreciated. No issues arose from the conversations, all citizens appreciated a seemingly increased Police presence and visibility lately and wished for continued visibility.

September 2024: Back to school plans were completed and schools assigned to each Member for both Grasslands as well as the Colony schools. Instructions and expectations of Members school visits were delegated. On Sept 13th & 14th, Constables attended Bassano Dammfest and Culture days to participate in Build a Mountie with children at the library making paper roll Mounties. Members also attended Dammfest, speaking with the public, watching the bands and assisting in the high school fundraiser through the sale of foods. Largely positive comments from all citizens.

On Sept 20th and 23rd, School visits were completed by Sgt Schmidt and Cpl McCready for presentations of youth engagement in RCMP programs (Youth academy) and possible careers. Both schools toured and met with all classes and teachers.

All updated contact and resource information was obtained from all SAFE School in Bassano and the SAFE School portal updated.

Sgt Schmidt met with Rosemary Council at their annual meeting. Reviewed prior Monthly reports. All Members appreciated of efforts, visibility and patrols. Only identified issues was patrols on Sundays after church lets out and people run the 4 way stops. Sgt Schmidt completed enforcement that following Sunday with education provided to two drivers. No other issues observed.

On Sept 20th, Sgt Schmidt met with BASSANO CAO regarding issues Bassano Fire had with a one-hour response time on August 31st to a MVC. Event was reviewed and took place at 10pm on a long weekend Saturday night. Bassano had an OT Member resource who was assisting Brooks on a call and responded soon as possible with Brooks Members. Result was minor injuries to motorcyclist and a 3-day IRS. Sgt Schmidt took Bassano CAO directly to meet with Bassano Fire Chief and all concerns reviewed and rectified. Bassano Fire is getting a new Fire Hall. Further training days with Bassano Fire and RCMP Members planned once reno is completed to build better responses and relationships.

Detachment Commander Comments:

As summer is at an end and fall and winter is upon us, Bassano Detachment Members will be focusing on further engagement in the surrounding schools, community engagement and traffic safety as the road conditions will begin to deteriorate very soon. Media reminders for traffic and pedestrian safety have already been sent out.

“Hold and Secure” Drills are being planned as well as safety presentations at the schools. RCMP Youth Academy brochures and information has been drooped off at the schools to seek interest from Grade 10-12 students for this fun and informative week long “Depot-style” training. The academy takes place in Brooks however all Grassland Schools are able to participate. This occurs during February 2025. Students will have to apply, be accepted and will receive 5 credits toward graduation.

Community presentations are being prepared (times and dates to be determined) on visiting each community relating to Fraud and Scam occurrences. This type of crime targets our most vulnerable and elderly sector of citizens; however, all persons are affected. Useful guides, tips for what can be done to prevent and report the frauds will be a part of the presentation.

I look forward to seeing all of you soon,

Joe



Sgt. Joe Schmidt
Detachment Commander
Bassano RCMP Detachment
639 - 11 Street, Bassano, AB, T0J 0B0



Bassano Provincial Detachment Clearance Rates 2024

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

CATEGORY	Trend	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec
Homicides & Offences Related to Death		-	-	-	-
Robbery		-	-	-	-
Sexual Assaults		-	100.0%	-	-
Other Sexual Offences		-	-	-	-
Assault		50.0%	100.0%	50.0%	-
Kidnapping/Hostage/Abduction		100.0%	-	-	-
Extortion		0.0%	-	-	-
Criminal Harassment		0.0%	60.0%	50.0%	-
Uttering Threats		100.0%	50.0%	-	-
TOTAL PERSONS		50.0%	66.7%	66.7%	-
Break & Enter		-	80.0%	0.0%	-
Theft of Motor Vehicle		-	25.0%	0.0%	-
Theft Over \$5,000		-	-	0.0%	-
Theft Under \$5,000		0.0%	0.0%	25.0%	-
Possn Stn Goods		-	0.0%	-	-
Fraud		0.0%	20.0%	0.0%	-
Arson		-	100.0%	-	-
Mischief To Property		0.0%	30.8%	9.1%	-
TOTAL PROPERTY		14.3%	34.3%	8.0%	-
Offensive Weapons		-	100.0%	-	-
Disturbing the peace		-	0.0%	-	-
Fail to Comply & Breaches		-	80.0%	0.0%	-
OTHER CRIMINAL CODE		100.0%	-	-	-
TOTAL OTHER CRIMINAL CODE		100.0%	62.5%	0.0%	-
TOTAL CRIMINAL CODE		35.7%	45.5%	18.8%	-

Bassano Provincial Detachment Actual Offence Counts (Line 1 Only) 2024

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

CATEGORY	Trend	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec
Homicides & Offences Related to Death		0	0	0	-
Robbery		0	0	0	-
Sexual Assaults		0	1	0	-
Other Sexual Offences		0	0	0	-
Assault		2	2	4	-
Kidnapping/Hostage/Abduction		1	0	0	-
Extortion		1	0	0	-
Criminal Harassment		1	5	2	-
Uttering Threats		1	4	0	-
TOTAL PERSONS		6	12	6	-
Break & Enter		0	5	2	-
Theft of Motor Vehicle		0	4	1	-
Theft Over \$5,000		0	0	1	-
Theft Under \$5,000		3	2	4	-
Possn Stn Goods		0	4	0	-
Fraud		3	5	6	-
Arson		0	2	0	-
Mischief To Property		1	13	11	-
TOTAL PROPERTY		7	35	25	-
Offensive Weapons		0	1	0	-
Disturbing the peace		0	2	0	-
Fail to Comply & Breaches		0	5	1	-
OTHER CRIMINAL CODE		1	0	0	-
TOTAL OTHER CRIMINAL CODE		1	8	1	-
TOTAL CRIMINAL CODE		14	55	32	-



Bassano Provincial Detachment

Crime Statistics (Actual)

Q3: 2020 - 2024

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

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	0	0	0	N/A	N/A	0.0
Cannabis Enforcement		1	0	0	0	0	-100%	N/A	-0.2
Federal - General		1	0	1	2	0	-100%	-100%	0.0
TOTAL FEDERAL		2	0	1	2	0	-100%	-100%	-0.2
Liquor Act		0	1	0	0	0	N/A	N/A	-0.1
Cannabis Act		1	0	0	0	0	-100%	N/A	-0.2
Mental Health Act		4	11	9	8	10	150%	25%	0.9
Other Provincial Stats		12	8	9	7	4	-67%	-43%	-1.7
Total Provincial Stats		17	20	18	15	14	-18%	-7%	-1.1
Municipal By-laws Traffic		0	0	0	0	1	N/A	N/A	0.2
Municipal By-laws		6	1	6	1	1	-83%	0%	-1.0
Total Municipal		6	1	6	1	2	-67%	100%	-0.8
Fatals		0	0	0	0	1	N/A	N/A	0.2
Injury MVC		1	4	1	4	6	500%	50%	1.0
Property Damage MVC (Reportable)		16	6	16	9	11	-31%	22%	-0.7
Property Damage MVC (Non Reportable)		5	3	5	0	3	-40%	N/A	-0.7
TOTAL MVC		22	13	22	13	21	-5%	62%	-0.2
Roadside Suspension - Alcohol (Prov)		0	4	0	1	0	N/A	-100%	-0.3
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		211	159	133	80	117	-45%	46%	-26.7
Other Traffic		1	1	0	0	1	0%	N/A	-0.1
Criminal Code Traffic		9	1	0	0	1	-89%	N/A	-1.7
Common Police Activities									
False Alarms		4	3	1	4	3	-25%	-25%	-0.1
False/Abandoned 911 Call and 911 Act		2	5	3	3	2	0%	-33%	-0.2
Suspicious Person/Vehicle/Property		12	10	10	14	6	-50%	-57%	-0.8
Persons Reported Missing		5	2	1	1	0	-100%	-100%	-1.1
Search Warrants		0	0	0	1	0	N/A	-100%	0.1
Spousal Abuse - Survey Code (Reported)		4	11	4	7	3	-25%	-57%	-0.6
Form 10 (MHA) (Reported)		4	0	0	1	1	-75%	0%	-0.5



Bassano Provincial Detachment Crime Statistics (Actual) Q3: 2020 - 2024

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

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	2	0	1	0	N/A	-100%	-0.1
Other Sexual Offences		0	4	1	1	0	N/A	-100%	-0.3
Assault		3	8	3	11	4	33%	-64%	0.5
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	1	1	1	2	N/A	100%	0.4
Uttering Threats		1	1	0	5	0	-100%	-100%	0.2
TOTAL PERSONS		4	16	5	19	6	50%	-68%	0.7
Break & Enter		6	0	3	3	2	-67%	-33%	-0.5
Theft of Motor Vehicle		1	1	1	3	1	0%	-67%	0.2
Theft Over \$5,000		1	0	1	3	2	100%	-33%	0.5
Theft Under \$5,000		10	5	10	8	4	-60%	-50%	-0.9
Possn Stn Goods		1	1	1	1	0	-100%	-100%	-0.2
Fraud		4	6	3	2	6	50%	200%	0.0
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		3	3	3	6	7	133%	17%	1.1
Mischief - Other		5	5	4	2	4	-20%	100%	-0.5
TOTAL PROPERTY		31	21	26	28	26	-16%	-7%	-0.3
Offensive Weapons		0	0	0	0	0	N/A	N/A	0.0
Disturbing the peace		6	1	4	4	0	-100%	-100%	-0.9
Fail to Comply & Breaches		0	1	1	2	1	N/A	-50%	0.3
OTHER CRIMINAL CODE		0	3	1	2	0	N/A	-100%	-0.1
TOTAL OTHER CRIMINAL CODE		6	5	6	8	1	-83%	-88%	-0.7
TOTAL CRIMINAL CODE		41	42	37	55	33	-20%	-40%	-0.3



November 1, 2024

To Municipality

RE: Notification of Change to Subdivision Processing

Dear [Municipality/Owner/Utility - Agency Name],

We are writing to inform you of an important change regarding our process for gathering comments and concerns related to subdivision applications. Effective January 1, 2025, the response time for providing feedback will be reduced from 30 days to 14 days (2 weeks).

As per the Municipal Government Act RSA 2000, the subdivision approving authority is required to make a decision on an application within 60 days of receiving a complete application form. By shortening the response window, we aim to enhance our processing time and improve service for subdivision applicants. As with the previous 30-day period, if we do not receive any comments within the 14-day period, we will proceed on the basis that you or your organization have no concerns with the proposed subdivision.

We appreciate your understanding and cooperation in this matter. Should you have any questions or concerns, please do not hesitate to reach out.

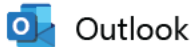
Sincerely,

Devin Diano

[Redacted signature block]

DD/gw

[Redacted footer block]



Water availability engagement

[REDACTED]
Date Thu 2024-10-31 7:32 PM

To Village Office <office@villageofhussar.ca>

October 31, 2024

Dear Municipal Leaders:

I am writing to inform you of the launch of an engagement to identify opportunities and understand barriers to improve water management and make more water available for use.

Population growth, economic growth and water variability are challenging the water management system in Alberta. New policy and regulatory tools, including potential amendments to the *Water Act*, could be used to increase water availability for Albertans and optimize the water management system to better address these issues while continuing to protect the aquatic environment.

The water priority and licence seniority system in Alberta – reflecting the principles of first in time, first in right – is not proposed to change. The goal is to engage on how Alberta can best:

- increase water conservation, efficiency, and productivity;
- free up and optimize use of available water;
- better capture and improve access to existing water sources; and
- improve water management and make faster approval decisions.

Feedback over the years has also identified some initial opportunities to explore, including:

- improving measuring and reporting on water use and availability;
- enhancing water conservation, efficiency, and productivity;
- improving water allocation and transfers to accommodate need and demand;
- clarifying use of rainwater;
- identifying opportunities and barriers for using alternative sources of water and wastewater reuse;
- identifying criteria for when transfers of water between major river basin boundaries might be appropriate; and
- updating or enabling additional exemptions for water diversions or activities.

Environment and Protected Areas is open to feedback on any opportunity or barrier that needs to be addressed to enhance the water management system in Alberta and make more water available for use.

For more specific information, please visit the online engagement page at alberta.ca/water-availability-engagement. We appreciate you sharing your ideas around the opportunities and barriers to enhancing water management and availability by:

- Completing an online survey. Online surveys will be available soon to share your thoughts on increasing water availability.
- Meeting with department staff. We are planning meetings with sectors and regions, including public engagement. Please email epa.water@gov.ab.ca to confirm interest in participating.
- Sharing your ideas with others through the online ideas board. You can post a new idea, like, or comment on other ideas.
- If you have questions, you are welcome to ask a question online about water management in Alberta, where the department will post the questions and responses.

If you have any questions, please let us know. We have established a specific email – epa.water@gov.ab.ca – to support this engagement. If there are additional members of your organization that you would like to receive updates directly on this engagement and future water initiatives, please reach out to epa.water@gov.ab.ca to confirm their name, position, and organization to be added to our distribution list.

We look forward to hearing from you, and thank you in advance for your participation.

Sincerely,



Assistant Deputy Minister

Water and Circular Economy Division

Environment and Protected Areas

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Outlook

Share the impact of provincial decisions on property taxpayers

Date Mon 2024-10-28 3:19 PM

To Village Office <office@villageofhussar.ca>

Dear Mayor's and CAOs,

ABmunis is calling on members to provide the Premier with information on the impact of provincial decisions on municipal property taxpayers

Grants in Place of Taxes

Between 2019 and 2020 the Government of Alberta reduced funding for Grants in Place of Property Taxes (GIPOT) from \$60 million to \$30 million. While funding has since increased to \$38.1 million in Budget 2024, due to rising assessment values and construction of new government infrastructure, this still falls well below the amount that should be granted to municipalities for the essential services you provide to provincial properties.

At ABmunis 2024 Convention, members passed a resolution calling for the reinstatement of full GIPOT funding. Following the passing of that resolution, the Premier encouraged delegates to share data with the province on how much they are being short changed and the impact that it is having on their municipality. I also encouraged members to share that data.

As work on the 2025 provincial budget is underway, time is of the essence. ABmunis is requesting members write directly to the Premier outlining the impact that the cut to GIPOT is having on your municipality's property taxes. The benefit of this approach is that it enables you to get data to the Premier ahead of final deliberations regarding the provincial budget, while still enabling ABmunis to collect data to amplify in our own advocacy and media campaigns in the lead up to the provincial budget.

For example, the City of Wetaskiwin indicates that it wrote off \$50,582.38 due to GIPOT underfunding in 2023 and \$51,435.28 in 2024.

The Town of Whitecourt calculates that it has had to recoup a total of \$267,882 from other taxpayers over the past several years.

Year	Total Eligible Property Taxes for Provincial Properties	Amount Written Off Due to GIPOT Underfunding	Portion Written Off
2019	95,933	23,983	25%
2020	109,903	54,951	50%
2021	116,610	58,305	50%
2022	124,560	62,280	50%
2023	136,606	68,303	50%
	\$ 583,611	\$ 267,822	46%

The City of Edmonton estimates that since 2019, the Government of Alberta has short-changed it over \$80 million.

Election Vote Counting

Tabulators are another example of where provincial decisions have a significant impact on ratepayers in many municipalities and where action in the upcoming provincial budget is warranted. Members who have traditionally used electronic tabulators to count election votes would also be encouraged to include the estimated cost of switching to a hand count for voting results.

Suggested Action

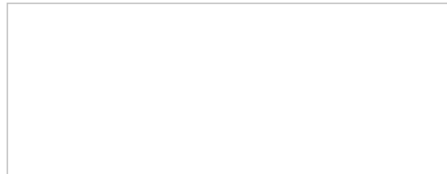
If the impact of GIPOT funding reductions and removal of vote counting machines is a concern for your municipality, we suggest you:

- Write a letter to the Premier that summarizes the cost to your municipality and what that means in terms of a tax rate increase or projects/services you have had to forego due to the province’s decision;
- cc the Honourable Ric McIver, Minister of Municipal Affairs; and
- cc ABmunis’ President Tyler Gandam at president@abmunis.ca

Sincerely,

[Redacted signature]

[Redacted contact information]



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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.

Local Government Fiscal Framework – Capital Funding

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
Charter Cities³			
CALGARY	\$223,865,417	\$254,980,948	\$249,394,219
EDMONTON	\$158,134,583	\$179,067,590	\$173,721,890
Charter Cities Sub-total	\$382,000,000	\$434,048,538	\$423,116,109
Other Cities⁴			
AIRDRIE	\$8,022,724	\$9,323,778	\$9,423,380
BEAUMONT	\$2,377,384	\$2,743,339	\$2,830,373
BROOKS	\$1,832,503	\$2,100,833	\$2,085,971
CAMROSE	\$2,432,254	\$2,815,477	\$2,746,762
CHESTERMERE	\$2,322,425	\$2,661,954	\$2,754,423
COLD LAKE	\$2,092,889	\$2,411,348	\$2,426,514
FORT SASKATCHEWAN	\$3,377,559	\$3,905,018	\$3,958,594
GRANDE PRAIRIE	\$7,878,359	\$9,140,129	\$8,317,332
LACOMBE	\$1,789,732	\$2,054,696	\$2,024,408
LEDUC	\$4,629,986	\$5,350,363	\$5,537,435
LETHBRIDGE	\$12,323,689	\$14,272,235	\$14,337,752
LLOYDMINSTER	\$2,610,197	\$3,025,206	\$2,951,126
MEDICINE HAT	\$8,196,006	\$9,461,402	\$9,217,417
RED DEER	\$13,207,703	\$15,330,053	\$14,806,087
SPRUCE GROVE	\$4,257,264	\$4,929,748	\$5,145,270
ST. ALBERT	\$7,969,935	\$9,257,152	\$9,222,073
WETASKIWIN	\$1,645,709	\$1,873,886	\$1,810,879
Towns⁴			
ATHABASCA	\$518,404	\$575,400	\$538,366
BANFF ⁵	\$1,402,845	\$1,486,202	\$1,373,563
BARRHEAD	\$744,316	\$853,040	\$782,052
BASHAW	\$287,914	\$300,508	\$317,976
BASSANO	\$338,248	\$385,143	\$384,842
BEAVERLODGE	\$442,929	\$493,622	\$463,394
BENTLEY	\$325,579	\$345,214	\$344,190
BLACKFALDS	\$1,379,424	\$1,579,440	\$1,562,613
BON ACCORD	\$380,306	\$422,612	\$393,889
BONNYVILLE	\$1,034,025	\$1,178,996	\$1,141,923
BOW ISLAND	\$511,199	\$561,243	\$567,132
BOWDEN	\$362,245	\$388,583	\$400,010
BRUDERHEIM	\$331,548	\$369,868	\$327,311
CALMAR	\$415,248	\$457,052	\$441,445

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
CANMORE ⁵	\$2,622,876	\$2,277,648	\$2,440,166
CARDSTON	\$877,872	\$972,817	\$877,050
CARSTAIRS	\$633,155	\$711,202	\$779,618
CASTOR	\$333,078	\$355,972	\$313,515
CLARESHOLM	\$672,909	\$752,075	\$730,976
COALDALE	\$1,170,692	\$1,343,087	\$1,322,754
COALHURST	\$550,104	\$580,688	\$624,116
COCHRANE	\$3,523,342	\$4,104,262	\$4,286,277
CORONATION	\$346,676	\$370,489	\$345,849
CROSSFIELD	\$554,618	\$618,196	\$626,066
CROWSNEST PASS, MUNICIPALITY OF	\$1,069,295	\$1,217,178	\$1,203,472
DAYSLAND	\$309,652	\$327,436	\$308,813
DEVON	\$929,909	\$1,050,712	\$1,023,444
DIAMOND VALLEY	\$939,383	\$1,044,329	\$1,023,238
DIDSBURY	\$813,055	\$950,876	\$831,039
DRAYTON VALLEY	\$1,131,264	\$1,294,498	\$1,267,714
DRUMHELLER	\$1,223,169	\$1,406,247	\$1,396,360
ECKVILLE	\$328,594	\$352,468	\$300,802
EDSON	\$1,180,399	\$1,345,541	\$1,312,711
ELK POINT	\$337,366	\$414,447	\$396,615
FAIRVIEW	\$620,108	\$702,435	\$656,394
FALHER	\$356,302	\$383,612	\$377,965
FORT MACLEOD	\$531,740	\$592,126	\$612,984
FOX CREEK	\$500,370	\$552,932	\$501,968
GIBBONS	\$518,824	\$577,484	\$566,155
GRIMSHAW	\$665,981	\$731,690	\$694,024
HANNA	\$579,831	\$651,747	\$597,309
HARDISTY	\$222,591	\$233,532	\$230,379
HIGH LEVEL	\$810,115	\$904,792	\$870,455
HIGH PRAIRIE	\$524,344	\$582,048	\$542,648
HIGH RIVER	\$1,857,393	\$2,132,494	\$2,096,582
HINTON	\$1,390,171	\$1,586,265	\$1,528,505
INNISFAIL	\$1,109,729	\$1,265,548	\$1,239,232
IRRICANA	\$312,140	\$331,307	\$312,565
JASPER, MUNICIPALITY OF ⁵	\$728,701	\$805,225	\$805,543
KILLAM	\$326,039	\$358,924	\$333,096
LAMONT	\$444,866	\$505,749	\$506,242
LEGAL	\$352,514	\$380,028	\$347,181
MAGRATH	\$550,368	\$595,425	\$611,435
MANNING	\$367,912	\$407,724	\$386,985
MAYERTHORPE	\$439,173	\$504,037	\$511,635
MCLENNAN	\$359,358	\$386,546	\$355,993
MILK RIVER	\$328,712	\$348,395	\$347,529

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
MILLET	\$379,834	\$435,956	\$424,622
MORINVILLE	\$1,407,230	\$1,606,276	\$1,605,033
MUNDARE	\$257,424	\$274,517	\$264,198
NANTON	\$428,480	\$472,619	\$459,917
NOBLEFORD	\$302,866	\$327,245	\$341,226
OKOTOKS	\$3,437,881	\$3,968,225	\$3,984,676
OLDS	\$1,242,219	\$1,416,499	\$1,371,335
ONOWAY	\$279,411	\$312,815	\$287,090
OYEN	\$375,332	\$369,836	\$355,992
PEACE RIVER	\$1,081,131	\$1,232,910	\$1,170,517
PENHOLD	\$559,968	\$627,044	\$602,887
PICTURE BUTTE	\$407,719	\$440,190	\$479,425
PINCHER CREEK	\$605,993	\$677,939	\$666,421
PONOKA	\$988,558	\$1,121,543	\$1,126,557
PROVOST	\$416,966	\$482,907	\$461,037
RAINBOW LAKE	\$381,439	\$462,904	\$347,469
RAYMOND	\$924,552	\$1,024,899	\$971,976
REDCLIFF	\$860,718	\$972,599	\$943,455
REDWATER	\$417,202	\$459,516	\$455,503
REDWOOD MEADOWS, TOWNSITE OF	\$269,361	\$288,614	\$283,764
RIMBEY	\$465,628	\$517,248	\$494,316
ROCKY MOUNTAIN HOUSE	\$971,354	\$1,104,105	\$1,089,075
SEDEGWICK	\$249,216	\$278,078	\$258,431
SEXSMITH	\$475,391	\$530,652	\$498,335
SLAVE LAKE	\$1,072,891	\$1,235,689	\$1,217,924
SMOKY LAKE	\$317,033	\$339,231	\$359,733
SPIRIT RIVER	\$347,191	\$372,305	\$379,994
ST. PAUL	\$914,254	\$1,034,152	\$1,065,921
STAVELY	\$225,369	\$237,147	\$234,244
STETTLER	\$981,743	\$1,111,391	\$1,047,239
STONY PLAIN	\$2,190,817	\$2,520,784	\$2,464,500
STRATHMORE	\$1,737,417	\$1,992,413	\$2,011,318
SUNDRE	\$479,988	\$532,624	\$518,674
SWAN HILLS	\$468,214	\$544,800	\$505,014
SYLVAN LAKE	\$1,915,180	\$2,197,541	\$2,258,672
TABER	\$1,233,406	\$1,408,866	\$1,417,235
THORSBY	\$325,786	\$350,504	\$341,438
THREE HILLS	\$656,823	\$722,761	\$697,569
TOFIELD	\$392,160	\$431,082	\$417,679
TROCHU	\$359,309	\$379,388	\$363,472
TWO HILLS	\$533,799	\$594,293	\$596,736
VALLEYVIEW	\$420,132	\$463,342	\$429,331
VAUXHALL	\$423,893	\$450,872	\$486,097

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
VEGREVILLE	\$944,849	\$1,070,954	\$1,033,407
VERMILION	\$698,124	\$783,172	\$737,605
VIKING	\$366,232	\$407,714	\$372,278
VULCAN	\$470,147	\$517,684	\$484,152
WAINWRIGHT	\$897,305	\$1,009,633	\$1,016,375
WEMBLEY	\$331,414	\$359,503	\$342,716
WESTLOCK	\$772,054	\$867,568	\$825,220
WHITECOURT	\$1,471,045	\$1,679,098	\$1,594,667
Villages⁴			
ACME	\$263,192	\$279,114	\$266,890
ALBERTA BEACH	\$269,636	\$288,797	\$267,727
ALIX	\$242,582	\$257,253	\$260,056
ALLIANCE	\$197,110	\$203,690	\$210,818
AMISK	\$200,464	\$207,192	\$216,093
ANDREW	\$236,523	\$248,281	\$226,208
ARROWWOOD	\$195,674	\$203,163	\$193,249
BARNWELL	\$288,957	\$296,813	\$311,187
BARONS	\$236,541	\$249,954	\$236,782
BAWLF	\$236,381	\$251,830	\$241,354
BEISEKER	\$257,413	\$274,482	\$261,771
BERWYN	\$276,167	\$294,916	\$314,532
BIG VALLEY	\$223,296	\$230,335	\$226,362
BITTERN LAKE	\$190,853	\$195,893	\$196,132
BOYLE	\$330,844	\$356,829	\$321,853
BRETON	\$242,862	\$257,467	\$262,893
CARBON	\$253,139	\$266,160	\$264,253
CARMANGAY	\$203,529	\$212,512	\$224,073
CAROLINE	\$278,772	\$293,726	\$275,809
CHAMPION	\$225,813	\$238,874	\$252,164
CHAUVIN	\$236,172	\$249,703	\$234,730
CHIPMAN	\$205,011	\$210,561	\$207,270
CLIVE	\$244,354	\$248,728	\$285,424
CLYDE	\$237,846	\$259,145	\$248,950
CONSORT	\$311,936	\$340,519	\$306,513
COUTTS	\$202,908	\$212,428	\$200,207
COWLEY	\$189,596	\$194,684	\$199,137
CREMONA	\$213,904	\$219,357	\$215,457
CZAR	\$201,355	\$209,406	\$232,191
DELBURNE	\$289,057	\$303,927	\$329,898
DELIA	\$195,121	\$201,056	\$175,737
DONALDA	\$204,626	\$211,562	\$217,392
DONNELLY	\$236,407	\$249,149	\$250,418
DUCHESS	\$335,900	\$374,440	\$356,848

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
EDBERG	\$194,102	\$199,422	\$190,675
EDGERTON	\$249,518	\$264,188	\$250,528
ELNORA	\$215,854	\$224,166	\$222,100
EMPRESS	\$200,642	\$206,977	\$204,577
FOREMOST	\$259,512	\$270,246	\$250,117
FORESTBURG	\$343,366	\$377,831	\$353,800
GIROUXVILLE	\$231,406	\$241,327	\$239,958
GLENDON	\$242,867	\$269,451	\$285,967
GLENWOOD	\$212,459	\$217,129	\$201,954
HALKIRK	\$181,533	\$185,785	\$178,352
HAY LAKES	\$231,656	\$247,641	\$220,970
HEISLER	\$195,030	\$200,578	\$192,374
HILL SPRING	\$179,710	\$183,896	\$185,532
HINES CREEK	\$252,209	\$268,588	\$264,921
HOLDEN	\$229,107	\$240,867	\$238,613
HUGHENDEN	\$218,365	\$228,811	\$219,109
HUSSAR	\$190,903	\$198,147	\$189,044
INNISFREE	\$210,978	\$219,948	\$206,327
IRMA	\$244,886	\$260,260	\$246,298
KITSCOTY	\$314,254	\$348,641	\$289,067
LINDEN	\$259,039	\$276,889	\$246,432
LOMOND	\$189,270	\$193,019	\$201,292
LONGVIEW	\$197,056	\$204,415	\$201,209
LOUGHEED	\$209,356	\$219,113	\$208,083
MANNVILLE	\$358,484	\$393,297	\$373,966
MARWAYNE	\$296,086	\$318,822	\$299,257
MILO	\$165,296	\$167,823	\$171,100
MORRIN	\$211,512	\$221,471	\$208,996
MUNSON	\$184,564	\$189,236	\$179,600
MYRNAM	\$238,837	\$259,165	\$228,486
NAMPA	\$214,676	\$224,459	\$221,971
PARADISE VALLEY	\$212,047	\$221,483	\$211,130
ROCKYFORD	\$233,729	\$236,564	\$271,545
ROSALIND	\$193,482	\$200,093	\$189,299
ROSEMARY	\$240,607	\$249,459	\$241,648
RYCROFT	\$261,338	\$283,261	\$255,680
RYLEY	\$258,501	\$272,237	\$275,628
SPRING LAKE	\$223,841	\$235,669	\$234,510
STANDARD	\$198,141	\$208,628	\$206,373
STIRLING	\$407,657	\$428,130	\$390,667
VETERAN	\$218,459	\$228,324	\$219,681
VILNA	\$234,310	\$247,077	\$240,460
WARBURG	\$315,820	\$335,917	\$306,034

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
WARNER	\$245,019	\$257,603	\$254,631
WASKATENAU	\$194,330	\$204,632	\$218,585
YOUNGSTOWN	\$193,932	\$198,132	\$206,568
Summer Villages⁴			
ARGENTIA BEACH	\$65,450	\$66,334	\$67,385
BETULA BEACH	\$63,270	\$63,808	\$64,853
BIRCH COVE	\$66,991	\$68,127	\$70,273
BIRCHCLIFF	\$76,234	\$78,708	\$88,145
BONDISS	\$73,147	\$75,315	\$76,526
BONNYVILLE BEACH	\$69,049	\$70,528	\$68,854
BURNSTICK LAKE	\$62,291	\$62,656	\$63,367
CASTLE ISLAND	\$61,868	\$62,177	\$62,640
CRYSTAL SPRINGS	\$69,134	\$70,782	\$73,006
GHOST LAKE	\$70,063	\$71,674	\$71,431
GOLDEN DAYS	\$80,034	\$83,363	\$91,998
GRANDVIEW	\$75,879	\$78,429	\$80,878
GULL LAKE	\$80,396	\$83,789	\$88,258
HALF MOON BAY	\$65,370	\$66,182	\$68,537
HORSESHOE BAY	\$70,220	\$72,338	\$72,761
ISLAND LAKE	\$87,262	\$91,743	\$85,065
ISLAND LAKE SOUTH	\$67,413	\$68,651	\$70,640
ITASKA BEACH	\$63,177	\$63,851	\$64,494
JARVIS BAY	\$83,747	\$87,498	\$87,022
KAPASIWIN	\$62,308	\$62,669	\$64,173
LAKEVIEW	\$64,245	\$64,933	\$64,696
LARKSPUR	\$65,921	\$66,863	\$67,706
MA-ME-O BEACH	\$78,565	\$81,970	\$81,711
MEWATHA BEACH	\$70,911	\$72,720	\$73,809
NAKAMUN PARK	\$70,292	\$72,045	\$69,967
NORGLLENWOLD	\$92,755	\$97,869	\$100,174
NORRIS BEACH	\$66,868	\$68,004	\$71,247
PARKLAND BEACH	\$79,281	\$82,576	\$83,340
PELICAN NARROWS	\$78,101	\$81,041	\$81,150
POINT ALISON	\$61,691	\$62,068	\$63,077
POPLAR BAY	\$75,738	\$78,216	\$78,658
ROCHON SANDS	\$71,938	\$73,893	\$74,665
ROSS HAVEN	\$80,072	\$83,184	\$78,688
SANDY BEACH	\$92,543	\$98,831	\$97,419
SEBA BEACH	\$81,993	\$85,597	\$91,069
SILVER BEACH	\$69,016	\$70,391	\$68,932
SILVER SANDS	\$79,471	\$82,686	\$87,666
SOUTH BAPTISTE	\$67,698	\$68,584	\$68,413
SOUTH VIEW	\$68,409	\$69,758	\$70,032

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
SUNBREAKER COVE	\$72,855	\$74,934	\$79,659
SUNDANCE BEACH	\$69,690	\$71,415	\$67,777
SUNRISE BEACH	\$77,068	\$79,746	\$80,907
SUNSET BEACH	\$66,988	\$68,119	\$68,483
SUNSET POINT	\$79,967	\$83,132	\$91,522
VAL QUENTIN	\$86,171	\$90,342	\$79,525
WAIPAROUS	\$66,547	\$67,829	\$68,415
WEST BAPTISTE	\$66,239	\$67,417	\$68,176
WEST COVE	\$80,207	\$83,310	\$90,211
WHISPERING HILLS	\$76,634	\$79,513	\$77,518
WHITE SANDS	\$74,777	\$77,148	\$82,650
YELLOWSTONE	\$74,308	\$77,069	\$74,329
Municipal Districts and Counties⁴			
ACADIA NO. 34, M.D. OF	\$402,802	\$439,391	\$429,813
ATHABASCA COUNTY	\$1,704,758	\$1,946,652	\$1,786,119
BARRHEAD NO. 11, COUNTY OF	\$1,192,812	\$1,354,364	\$1,276,618
BEAVER COUNTY	\$1,564,919	\$1,774,404	\$1,718,635
BIG LAKES COUNTY	\$1,311,171	\$1,488,443	\$1,389,338
BIGHORN NO. 8, M.D. OF	\$408,920	\$450,102	\$467,222
BIRCH HILLS COUNTY	\$1,083,357	\$1,217,001	\$1,169,454
BONNYVILLE NO. 87, M.D. OF	\$3,053,572	\$3,500,847	\$3,283,859
BRAZEAU COUNTY	\$1,751,210	\$1,993,585	\$1,856,320
CAMROSE COUNTY	\$1,782,659	\$2,017,490	\$1,772,169
CARDSTON COUNTY	\$1,045,188	\$1,181,309	\$1,170,569
CLEAR HILLS COUNTY	\$1,086,778	\$1,240,211	\$1,209,434
CLEARWATER COUNTY	\$2,787,346	\$3,205,195	\$3,100,884
CYPRESS COUNTY ⁵	\$2,039,853	\$2,108,963	\$2,036,513
FAIRVIEW NO. 136, M.D. OF	\$635,114	\$707,257	\$685,565
FLAGSTAFF COUNTY	\$1,431,877	\$1,631,969	\$1,573,481
FOOTHILLS COUNTY	\$3,356,423	\$3,866,154	\$3,781,463
FORTY MILE NO. 8, COUNTY OF	\$1,613,754	\$1,790,509	\$1,736,856
GRANDE PRAIRIE NO. 1, COUNTY OF	\$4,090,770	\$4,721,663	\$4,733,498
GREENVIEW NO. 16, M.D. OF ⁵	\$3,184,939	\$3,067,685	\$2,861,356
KNEEHILL COUNTY	\$1,370,055	\$1,564,960	\$1,513,519
LAC STE. ANNE COUNTY	\$1,819,410	\$2,080,923	\$2,051,314
LACOMBE COUNTY	\$2,698,804	\$3,079,122	\$2,942,792
LAC LA BICHE COUNTY	\$2,025,000	\$2,327,776	\$2,215,104
LAMONT COUNTY	\$1,183,018	\$1,344,238	\$1,290,050
LEDUC COUNTY	\$3,739,050	\$4,260,582	\$4,140,333
LESSER SLAVE RIVER NO. 124, M.D. OF	\$854,679	\$949,865	\$928,648
LETHBRIDGE COUNTY	\$2,133,779	\$2,426,872	\$2,313,197
MACKENZIE COUNTY	\$2,337,409	\$2,693,126	\$2,679,307
MINBURN NO. 27, COUNTY OF	\$1,381,582	\$1,562,118	\$1,501,185

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
MOUNTAIN VIEW COUNTY	\$2,758,684	\$3,096,588	\$2,965,466
NEWELL, COUNTY OF ⁵	\$1,754,334	\$1,705,322	\$1,653,211
NORTHERN LIGHTS, COUNTY OF	\$1,077,141	\$1,244,677	\$1,204,042
NORTHERN SUNRISE COUNTY	\$867,681	\$976,443	\$933,286
OPPORTUNITY NO. 17, M.D. OF	\$1,150,970	\$1,304,149	\$1,244,429
PAINTEARTH NO. 18, COUNTY OF	\$1,069,592	\$1,217,509	\$1,190,453
PARKLAND COUNTY	\$4,746,334	\$5,458,327	\$5,222,047
PEACE NO. 135, M.D. OF	\$479,714	\$529,739	\$502,087
PINCHER CREEK NO. 9, M.D. OF	\$1,021,407	\$1,154,810	\$1,146,862
PONOKA COUNTY	\$1,613,366	\$1,848,303	\$1,812,810
PROVOST NO. 52, M.D. OF	\$1,106,860	\$1,262,026	\$1,215,612
RANCLAND NO. 66, M.D. OF	\$215,534	\$225,663	\$224,764
RED DEER COUNTY	\$4,323,818	\$4,979,965	\$4,853,225
ROCKY VIEW COUNTY ⁵	\$6,463,565	\$6,901,956	\$6,829,525
SADDLE HILLS COUNTY ⁵	\$979,556	\$1,090,542	\$1,081,382
SMOKY LAKE COUNTY	\$884,443	\$995,153	\$973,518
SMOKY RIVER NO. 130, M.D. OF	\$1,053,963	\$1,191,172	\$1,145,433
SPIRIT RIVER NO. 133, M.D. OF	\$508,875	\$564,045	\$539,631
ST. PAUL NO. 19, COUNTY OF	\$1,372,756	\$1,566,121	\$1,499,656
STARLAND COUNTY	\$974,644	\$1,101,733	\$1,042,359
STETTLER NO. 6, COUNTY OF	\$1,820,143	\$2,047,660	\$1,829,645
STRATHCONA COUNTY	\$12,215,060	\$14,198,554	\$13,848,213
STURGEON COUNTY	\$2,972,283	\$3,471,770	\$3,331,951
TABER, M.D. OF	\$1,510,656	\$1,733,672	\$1,723,483
THORHILD COUNTY	\$1,039,196	\$1,172,405	\$1,109,511
TWO HILLS NO. 21, COUNTY OF	\$1,437,933	\$1,631,288	\$1,562,534
VERMILION RIVER, COUNTY OF	\$2,838,664	\$3,286,158	\$3,144,187
VULCAN COUNTY	\$1,434,098	\$1,635,763	\$1,613,141
WAINWRIGHT NO. 61, M.D. OF	\$1,777,910	\$2,029,432	\$1,956,595
WARNER NO. 5, COUNTY OF	\$1,321,073	\$1,494,057	\$1,487,420
WESTLOCK COUNTY	\$1,679,477	\$1,906,444	\$1,834,122
WETASKIWIN NO. 10, COUNTY OF	\$1,903,250	\$2,187,605	\$2,117,995
WHEATLAND COUNTY	\$2,460,621	\$2,815,251	\$2,709,999
WILLOW CREEK NO. 26, M.D. OF	\$1,744,567	\$1,967,200	\$1,738,994
WOOD BUFFALO, REGIONAL MUNICIPALITY OF	\$16,149,857	\$18,704,878	\$17,876,606
WOODLANDS COUNTY	\$1,233,100	\$1,397,712	\$1,333,200
YELLOWHEAD COUNTY	\$3,847,026	\$4,370,260	\$4,106,855
Improvement Districts and Special Areas Board⁴			
I.D. NO. 04 (WATERTON)	\$198,816	\$206,377	\$209,650
I.D. NO. 09 (BANFF) ⁵	\$362,178	\$272,118	\$264,917
I.D. NO. 12 (JASPER NATIONAL PARK) ⁶	\$155,023	\$155,825	\$0
I.D. NO. 24 (WOOD BUFFALO)	\$211,412	\$221,213	\$224,800
KANANASKIS IMPROVEMENT DISTRICT	\$175,386	\$179,353	\$171,449

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
SPECIAL AREAS BOARD	\$2,550,959	\$2,916,049	\$2,879,038
Metis Settlements⁴			
BUFFALO LAKE	\$250,560	\$262,208	\$232,365
EAST PRAIRIE	\$232,417	\$241,963	\$217,370
ELIZABETH	\$240,574	\$251,066	\$279,090
FISHING LAKE	\$233,683	\$243,376	\$239,972
GIFT LAKE	\$275,454	\$289,985	\$285,827
KIKINO	\$293,175	\$309,759	\$362,542
PADDLE PRAIRIE	\$231,151	\$240,551	\$269,745
PEAVINE	\$235,089	\$244,945	\$234,104
Rest of Alberta Sub-total	\$342,170,671	\$386,325,924	\$376,595,490
Total	\$724,170,671	\$820,374,462	\$799,711,599

Notes:

1. Amounts above show what local governments will be entitled to in the specified years based on the *Local Government Fiscal Framework Act* and the approved allocation formula for the Local Government Fiscal Framework, subject to Ministerial commitments of the allocations.
2. 2024 LGFF Capital allocations are based mainly on 2021 data, 2025 allocations are based mainly on 2022 data, and 2026 allocations are based on 2023 data.
3. LGFF Capital allocations for the Charter Cities of Calgary and Edmonton are calculated using a formula based on population (48%), education tax requisitions (48%) and length of local roads (4%).
4. LGFF Capital allocations for local governments other than Calgary and Edmonton are calculated using a formula based on population (65%), tangible capital assets (15%), average cumulative amortization (10%) and length of local roads (10%). In addition, each local government receives base funding and those with a population less than 10,000 and a limited local assessment base receive needs-based funding on top of their regular allocation.
5. 2024 LGFF Capital amounts include a one-time transitional top-up allocated to nine local governments to ensure they do not experience a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative in 2023. The top-up funding totals \$2,170,671, with the Town of Banff receiving \$106,456, the Town of Canmore receiving \$646,571, the Municipality of Jasper receiving \$13,789, Cypress County receiving \$192,946, the Municipal District of Greenview receiving \$332,152, the County of Newell receiving \$265,015, Rocky View County receiving \$482,780, Saddle Hills County receiving \$24,358, and I.D. No. 09 (Banff) receiving \$106,604.
6. Local governments with no resident population are not eligible for LGFF Capital funding. Based on the 2023 Municipal Affairs Population List, I.D. No. 12 (Jasper National Park) had no population and is not entitled to LGFF Capital funding in 2026.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR116585

November 5, 2024

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

Dear Mayor Schultz:

I would like to thank Deputy Mayor Coralee Schindel for meeting with me on behalf of the Village of Hussar during the Alberta Municipalities Fall 2024 Convention to discuss prenatal care for women in Alberta and midwifery, in particular.

I appreciated our discussion and learning more about the perspective of your municipality. I strongly believe in continuing to strengthen and maintain a relationship of mutual respect and cooperation with municipal leaders while serving every Albertan.

I was also pleased to learn from Deputy Mayor Schindel that questions and concerns of the village regarding notification requirements under the *Municipal Government Act* have been addressed.

I have copied my colleague, the Honourable Adriana LaGrange, Minister of Health, regarding the interest in promoting the availability of midwifery in Alberta. In the interim, I am pleased to confirm that the provincial midwifery 'cap' was removed in 2022.

Thank you again for meeting, and I look forward to continuing to work with you.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver".

Ric McIver
Minister

cc: Honourable Adriana LaGrange, Minister of Health
Deputy Mayor Coralee Schindel
Liz Santerra, Chief Administrative Officer, Village of Hussar