

The regular meeting of the council of the Village of Hussar will be held in Council Chambers and via conference call on Thursday, January 9, 2025 starting at 7:00 p.m.

### 1. CALL TO ORDER

### 2. ACCEPTANCE OF AGENDA

### 3. DELEGATION

- (a) STARS Jackie Seely
- (b) Jackie Muir Letter (as per s. 17(1) of the FOIP Act)
- (c) JG Water Services Water Services Contract (as per s. 16(1) of the FOIP Act)

### 4. ADOPTION OF THE PREVIOUS MINUTES

(a) December 12, 2024 Regular Council Meeting

### 5. POLICY & BYLAW REVIEW

- (a) Bylaw Review
  - 554-23 Garbage Collection
  - 556-24 Rates and Fees Bylaw
  - 564-25 Utility rate bylaw New
  - 565-25 Garbage Collection Fee bylaw New
- (b) Policy Review
  - 5.2 Faxing & Photocopying Policy
  - 7.1 Outstanding Utility Account Transfers to Tax Roll Changes
  - 7.2 Outstanding Garbage Services Fees Transfer to Tax Roll Changes
  - 7.3 Private Services Repairs Charged to Homeowner Changes
  - 7.5 Utility Rate Policy Changes

### 6. BUSINESS

- (a) Meeting request with Minister McIver ABmunis Spring Municipal Leaders Caucus 2025
- (b) Unsafe Premises 204 1st Ave East

### 7. FINANCIAL

(a) December 2024 Bank Reconciliation and Cheque Listing

### 8. COMMITTEE REPORTS

9. CAO, PW & JG REPORT

### **10. CORRESPONDENCE**

- (a) RCMP December Newsletter
- (b) Letter from Wild Rose Assessment

### 11. CONFIDENTIAL

CAO Performance Review (as per s. 17(1) of the FOIP Act)

### 12. ADJOURNMENT

Next Meeting: Thursday, February 13, 2025 (In Council Chambers and via. Conference call)

### VILLAGE OF HUSSAR REGULAR COUNCIL MEETING MINUTES

Thursday, December 12, 2024

The regular meeting of the council of the Village of Hussar was held in Council Chambers on Thursday, December 12, 2024, commencing at 7:00 pm

	12, 2024, commencing at 7.00 pm	
<u>IN ATTENDANCE</u>	Councillors: Les Schultz, Tim Frank and Coralee Schindel Elizabeth Santerre (CAO)  1 via conference call  0 people in attendance	
CALL TO ORDER	The meeting was called to order at 7:01 pm	
ACCEPTANCE OF		
AGENDA	<ul> <li>Add item b) Water &amp; Wastewater under 11. Confidential</li> <li>Add item c) Personnel Matter under 11. Confidential</li> <li>Add item d) Thank You to the County of Wheatland for Removal in the Village under 6. Business</li> <li>Amendment to Bylaw Review 562-24 Intermunicipal Development Plan Bylaw it should read 531-21</li> <li>Strike 3. Delegation</li> </ul>	
2024-12-12-1088	MOVED by Councillor Frank to accept the Agenda with those a and deletions	dditions CARRIED
APPROVAL OF MINUTES 2024-12-12-1089	November 19, 2024 Regular Council Meeting MOVED by Councillor Schindel to accept these minutes with the changes to page 2	ne CARRIED
POLICY & BYLAW REVIEW	<ul><li>Bylaw Review</li><li>562-24 Intermunicipal Development Plan Bylaw</li></ul>	
2024-12-12-1090	MOVED by Councillor Schultz to give FIRST READING to the pro Municipal Development Plan Amendment Bylaw 562-24	posed
		CARRIED
	562-24 Intermunicipal Development Plan Bylaw	
2024-12-12-1091	MOVED by Councillor Schultz to authorize a Public Hearing be Bylaw 562-24 on February 13 <sup>th</sup> , 2025, 6pm at the Hussar Villag to allow any person who claims he or she would be affected an opportunity to be heard by council.	e Office
	- F. F	CARRIED

# VILLAGE OF HUSSAR REGULAR COUNCIL MEETING MINUTES Thursday, December 12, 2024

• 563-24 Land Use Bylaw

2024-12-1092 MOVED by Councillor Frank to give FIRST READING to the proposed new Land Use Bylaw 563-24

**CARRIED** 

563-24 Land Use Bylaw

2024-12-12-1093 MOVED by Councillor Fra

MOVED by Councillor Frank to authorize a Public Hearing to be held for Bylaw 563-24 on February 13<sup>th</sup>, 2025, at 6pm at the Hussar Village Office following the Public Hearing for Bylaw 562-24 to allow any person who claims he or she would be affected an opportunity to be heard by council.

**CARRIED** 

• 540-21 Garbage Collection Fees

2024-12-1094 MOVED by Councillor Schultz to increase the monthly garbage fees by \$1 a month to \$27.

**CARRIED** 

541-21 Garbage Collection

2024-12-12-1095

MOVED by Councillor Schultz to direct the CAO to have a conversation with the Arena Personnel and the Hall Personnel to discuss the amount of garbage for pick up, and find solutions.

**CARRIED** 

550-23 Utility Bylaw

2024-12-12-1096

MOVED by Councillor Schindel to add to section 7.2 Stormwater of the Bylaw 550-23 Utility Bylaw, to include all roof drains or downspouts must be directed onto owners property.

CARRIED

550-23 Utility Bylaw

2024-12-12-1097

MOVED by Councillor Schultz to increase our monthly water rate by \$4 from \$68 to \$74, and to increase our monthly sewer rate from \$16 per month to \$17 per month.

**CARRIED** 

# VILLAGE OF HUSSAR REGULAR COUNCIL MEETING MINUTES

### Thursday, December 12, 2024

<b>DOLICY</b>	REVIEW	Policy	Review
PULICI	LE A I E AA	POLICY	review

The Following Policies were reviewed without changes;

- 2.1 Campground Rental and Reservation
- 2.3 Metal Detecting on Village Property
- 4.1 Code of Ethics
- 4.4 Employee Benefits
- 5.12 Cell Phone Policy
- 7.5 Utility Rates Policy
- 8.2 Work Alone
- 6.1 Snow Removal

2024-12-12-1098

MOVED by Councillor Schultz to direct the CAO to make the changes as discussed.

CARRIED

BUSINESS 2024-12-12-1099

Emerging Trends in Municipal Law – Seminar February 6/13, 2025 MOVED by Councillor Schindel to allow Liz to attend in person the Emerging Trends and Municipal Law Seminar on Thursday February 6<sup>th</sup> 2025.

CARRIED

2024-12-12-1100

Christmas Bonus Ratify Change

MOVED by Councillor Schindel to accept 6 b) as information at this time CARRIED

2024-12-12-1101

**CAO Vacation** 

MOVED by Councillor Schindel to approve the CAO to take the afternoon of December 19<sup>th</sup> and 24<sup>th</sup>, 2024, and ask for Assistant Admin coverage.

CARRIED

2024-12-12-1102

Thank You Letter to Wheatland

MOVED by Councillor Frank to send a note of Thank You to Wheatland County for doing our snow removal on our streets, however you want to word that, but I would like it to be a letter so it would be entered into their package, an Official Thank You.

**CARRIED** 

Recess at 9:01pm and return at 9:11pm

### VILLAGE OF HUSSAR REGULAR COUNCIL MEETING MINUTES

Thursday, December 12, 2024

**FINANCIALS** 

2024-12-12-1103 November 2024 Bank Reconciliation and Cheque Listing

MOVED by Councillor Schindel to accept the November 2024 Bank

Reconciliation and Cheque Listing as presented

**CARRIED** 

MOVED by Councillor Frank to hold the requisition to a specific number

and that number this year would be \$8,250.00

**CARRIED** 

2024-12-12-1105

MOVED by Councillor Schultz to accept our Interim Operating Budget

for 2025 as presented with the changes noted tonight.

**CARRIED** 

COMMITTEE REPORTS

Coralee Schindel

Palliser AGM @ 4pm

Palliser Offices, Hanna Nov 28, 2024

The AGM was a great success. Lots of changes and successes throughout the year.

Delayne Bankhead joined as Office Clerk, and Elliot Hall as GIS Coordinator. The Planner 2 role has not been filled, yet. Plans are to continue the search in 2025. For 2025 there are also plans to continue creating manuals, tutorials, and workshops.

This year was a continuation of the transition of safety codes permit issuing to the PRMS office. Starting January 1, 2024, all safety codes permits were issued out of the PRMS office. Additionally, PRMS completed a significant RFP process for Pallisers safety code inspection agency contract, hiring Park Enterprises (3yr, 2yr option to renew). Due to an increase in revenue and not hiring the Planner 2 role in 2024, Palliser Board has decided to stay at the 2024 requisition numbers for 2025 requisitions (instead of the original planned increase).

Civic Addressing is continuing to be kept up to date, and will continue as they upgrade from version 2 to version 3. Civic Addresses are accessed by utility companies and emergency service organizations (ambulance, fire, etc). This will significantly streamline the move to NG911. First in planning to be offered in 2025 will be MPC Orientation Sessions (which all MPCs should attend). Palliser suggests all municipalities and counties to add their logo onto any applications or forms, as they are official documents.

# VILLAGE OF HUSSAR REGULAR COUNCIL MEETING MINUTES Thursday, December 12, 2024

Next meeting November 2025

WADEMSA Board Meeting @ 7:00pm County Office December 2, 2024

The beginning of the meeting opened with a change to the arrangement. The organizational meeting was moved to the end of the board meeting, and an update to the Agenda for the meeting was made. Chair Burke notified the board he had received a resignation letter for April 30th from Rob Witty. It is with great sadness that the organization bids CAO Witty farewell after 33.5 years of dedicated service. Mr. Witty is kindly offering to assist the organization as the board searches for his replacement. Due to this change it was determined by the board we should create the position of Interim Deputy CAO to make signing a possibility during this transition, as well as, make the transition for the new CAO easier. The goal is to maintain operations of the organization running smoothly and there being a clear leadership for the operation. Financials are all good. Business discussions were about how to proceed with the CAO search. County and Town of Strathmore will look into whether or not their HR can assist with the search to save money on hiring that out. The board will also look into costs of hiring someone to search for a new CAO. The position will be advertised publicly. More board meetings will be needed more frequently to resolve the vacancy.

The organizational meeting followed. Chairman Burke was reappointed as Chairman.

Councillor Peterson nominated Councillor Wegener and Councillor Biggar nominated Councillor Worthington for Vice-Chairman. Councillor Wegener was successful and reappointed as Vice-Chairman. Personnel Committee is Chair, Vice- Chair, Councillor Schultz and Councillor Worthington.

All other appointments remain the same. Regular Meetings continue to be 3rd Monday every month.

AGM Date February 18th, 2025

Next Board meeting before Christmas, TBD.

WFCSS Organizational/Board Meeting @ 7:00pm County Office November 27, 2024

# VILLAGE OF HUSSAR REGULAR COUNCIL MEETING MINUTES Thursday December 12, 2024

### Thursday, December 12, 2024

### Organizational:

Councillor Biggar nominated Laprise, and I nominated myself Councillor Schindel for Chair. Councillor Schindel appointed to Chair. Councillor Laprise appointed to Vice-Chair. Finance Committee Chair, Vice-Chair & Councillor Biggar. Personnel/Evaluation Committee Councillors Bryan and Geeraert appointed. Policy Committee Chair & Vice-Chair. Meetings continue every 4th Wednesday of the month at 7:00pm

### The Board Meeting followed.

2025 WFCSS Grant Funding has been tabled until a future meeting. Since the budget is reduced this year, the board will have to determine how to allocate funds this year. The 2025 WFCSS budget was also tabled to be reworked and brought back. COLA was discussed as 2.5% and to increase travel rates. Wheatland County Office proposed a \$1 lease agreement for 10 years. The board approved and suggested list of WFCSS possessions be included. Board approved request for proposal from Auditor-Avail. Financials and operations are good.

- Compass for the Caregiver-wrapped Oct. 23rd 8 participants.
- 5forLife Collective Cooking-held at Hussar Playschool Nov 6th 7 participants 2 siblings.
- WYN After School Programming-held Nov 14th 10 participants. Chris ran it on behalf of Crystal while away.
- Bridging the Gap-held 3 sessions, great turn out for all.
- Canada Revenue Agency-held session Oct 31. Not great attendance, will hold another in Spring during tax season.
- Christmas Family Sponsorship-Wheatland County Employees sponsoring 2 families. A couple local businesses requested 2 more be sponsored.
- Strathmore & Wheatland Christmas Hamper Society-accepting applications. Days 1 last year was 66, and this year was up 33 to 99 calls on Day 1.
- Senior Power-planning is underway. Considering change from conference to fair style.
- County Coats-lots of new donations. Working to get the word out. A few large bags donated to Overnight Shelter.
- Elder Abuse Regional Awareness Committee-working towards creating a steering committee whose goal is to obtain a local Case Manager for Elder Abuse.

\*\*\*See social media for up and coming events or opportunities FACEBOOK: FCSS Wheatland

Next meeting January 22, 2025 @ 7pm - County Office

# VILLAGE OF HUSSAR REGULAR COUNCIL MEETING MINUTES Thursday, December 12, 2024

### Tim Frank

### Solid Waste

The Drumheller Solid Waste Board will meet Thursday November 21. This meeting was an organizational meeting. Budget options were proposed with a decision being anticipated at our upcoming meeting December 19th. Board chose a new auditor. Nothing substantial to report in regards to EPR.

### Fire Association

The Hussar Fire Dept. participated in the 10th annual Light Up The Night Celebration and escorted Santa to the festivities.

### **SAWEA**

SAWEA Board meeting took place November 29th I was not provided with a zoom link to this meeting so could not join. Will be in contact with SAWEA Administrator to discuss this issue.

### Cemetery Board

Cemetery is winter ready. Nothing to report. A Board Meeting will be proposed for January.

### Wheatland Regional Corporation

At our next Board Meeting December 18th, we will be finalizing our new Budget for 2025. This will be the first budget that will have no revenue coming in from Wheatland County for Work Servicing. Note though that revenues from water provided still come forth to WRC from all partners involved. Wheatland County is putting forth an agreement and plan they hope to present to the residents of Redland in the near future to facilitate regional Water Tie Ins.

### Les Schultz

Wheatland Housing Management Body Nov.21st ,2024. To start there was an Organizational meeting of the board conducted by CAO Vickey Cook. There was one nomination for Chair and that went to Glen Koester and one nomination for Vice Chair and that went to Leah Smith. Both were unanimous. The main meeting had a consent agenda and consisted of previous minutes, committee reports, maintenance reports, CAO report and there was nothing that needed to be taken out of it to discuss so it was passed. Once again there was discussion on reserve funds and the recommendation from a lawyer is that most non-profit organizations maintain a 3-to-6-month operational reserve. Operational continuity is key. There was discussion on a bonus for

# VILLAGE OF HUSSAR REGULAR COUNCIL MEETING MINUTES

### Thursday, December 12, 2024

employees in the form of gift cards like previous years. There are 38 eligible employees and the request from the CAO was for \$100.00 each. The board gave approval to spend up to \$4000.00 on gift card bonuses as necessary. It was brought to our attention that Strathmore council was preparing to entertain a motion to add the Hospice Society to the land title of the land they will be donating to the Lodge for the new build. If this passes it will then come to WHMB for approval and signatures. Next there were a few things to discuss in a closed session. Next meeting is Dec. 19th 2024.

MOVED by Councillor Schultz to accept the Committee Reports as presented and they will be entered into the minutes for people to read.

2024-12-12-1106

CARRIED

**CARRIED** 

CAO, PW & JG REPORT

2024-12-12-1107

CAO, Public Works and JG Water Services Reports

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

The following Correspondence was discussed;

CORRESPONDENCE

- (a) RCMP Q2 Report
- (b) Marigold Notes to Council
- (c) Joint Municipal Policing Committees
- (d) LGSG Response
- (e) Designation of affordable housing accommodations

MOVED by Councillor Schultz to accept the correspondence as presented

2024-12-12-1108 preser

CARRIED

### CONFIDENTIAL

### Confidential - in camera

- (a) Lease Agreement Renewal (as per s.17(1) of the FOIP Act)
- (b) Water Contract
- (c) Personnel Matter

MOVED by Councillor Schultz to extend the meeting to 11:30pm

2024-12-12-1109

2024-12-12-1110

CARRIED

MOVED by Councillor Schultz to Renew the Lease with the Hussar Hairstyling for 2025.

**CARRIED** 

# VILLAGE OF HUSSAR REGULAR COUNCIL MEETING MINUTES Thursday, December 12, 2024

ADJOURNMENT	Adjournment Councillor Schultz adjourns the	meeting at 11:38 pm
These minutes approv	ved this day of	
Les Schultz	Elizabeth	Santerre
Mayor	Chief Adr	ministrative Officer

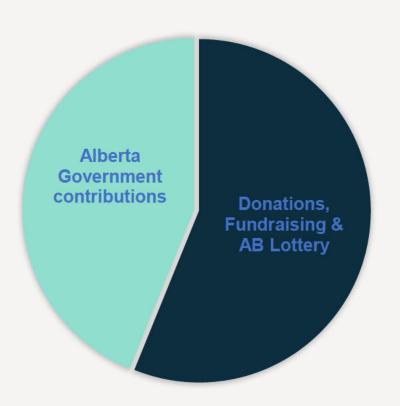


# CRITICAL CARE, ANYWHERE

The best hope, in a worst-case scenario.

~STARS

### STARS ALBERTA, FY24-25



**Direct Operating Costs** 

**\$34.2** million

**Government Contribution** 

\$15 million



Donations, Fundraising & lotteries are needed to cover **56%** of direct operational costs in Alberta

### 2023/24

### **YEAR IN REVIEW**



STARS EMERGENCY LINK CENTRE

37,365

EMERGENCY REQUESTS HANDLED

102 AVERAGE EMERGENCY

**REQUESTS A DAY** 

60K+
MISSIONS TO DATE SINCE 1985

MISSIONS

MISSIONS

3,927

YEARLY MISSIONS

•

1,720 1,025 1,182\*

MISSIONS BY PROVINCE

11
AVERAGE DAILY MISSIONS

\*

FUNDING

\$11.4M

APPROXIMATE ANNUAL COST PER BASE



37,345
ANNUAL DONORS

V

INCIDENT TYPES

STARS RESPONDS TO A VARIETY OF CRITICAL CARE CALLS

CARDIAC 18,05%

ENVIRONMENTAL 0.30%

NEUROLOGICAL 12.48%

OBSTETRICAL 1.42%

PULMONARY 12.64%

VEHICLE INCIDENT 18.38%

OTHER MEDICAL 19.20%

OTHER TRAUMA 17.38%

### **ESSENTIAL SERVICES**FOR ALL, RURAL

New! 10 rural municipalities New! 14 urban municipalities

- Requests pending
- 94% Alberta municipalities in partnership
- 75% Regional Leaders

Partnership ensures robust health & safety network

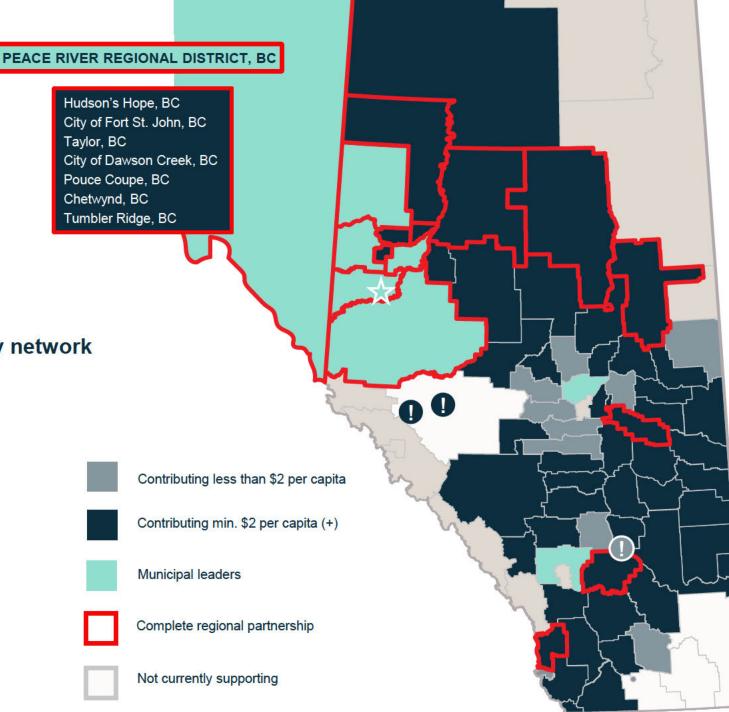
### (9) MUNICIPAL LEADERS

- · Fixed Rate / Standing Motion
- · Included in protective services budget

2023 Welcome Sturgeon County 2024 Welcome Birch Hills County

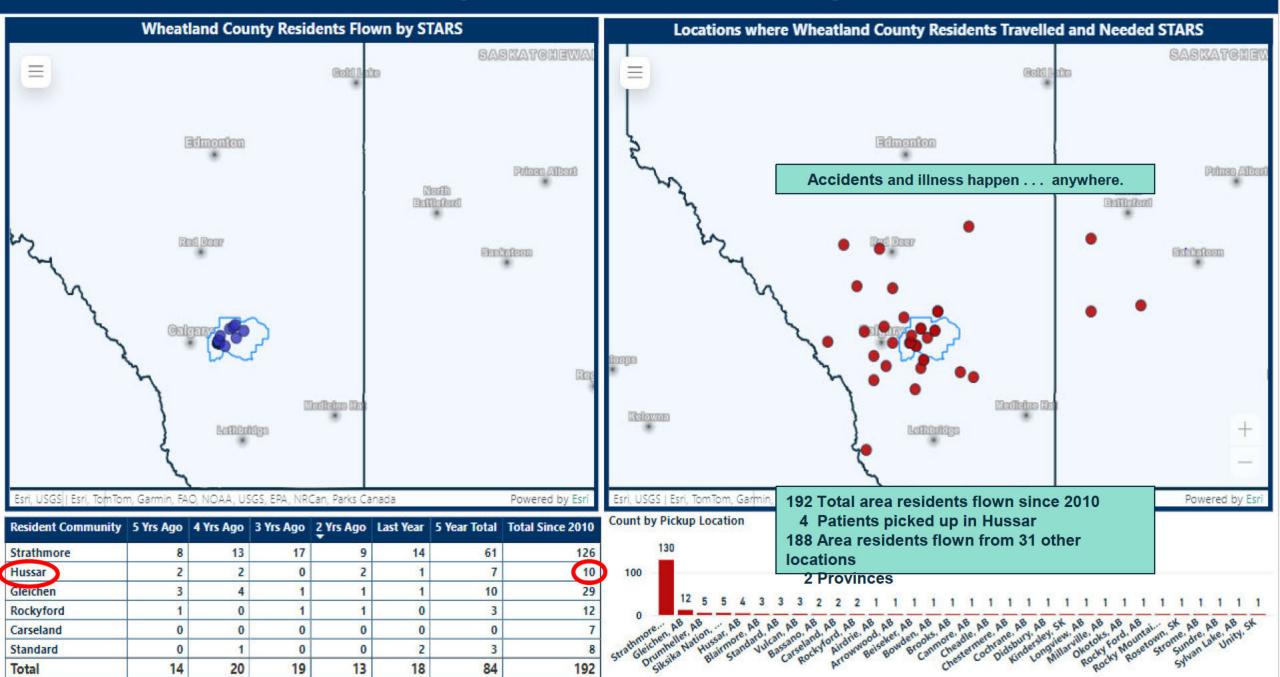
### **REGIONAL LEADERS**

Building partnerships within. Fixed rate to alleviate fluctuation Based on minimum \$2 per capita



WITHIN WHEATLAND COUNTY @ OCTOBER 15, 2024	2020	2021	2022	2023	2024	TOTAL
NEAR CARSELAND	2	2	2	1	4	11
NEAR CHEADLE	3		3			6
NEAR GLEICHEN (scene and search & rescue)	11	3	7	5	5	31
NEAR HUSSAR	1	2	1		1	5
NEAR KEOMA (within Wheatland County)		1		1	1	3
NEAR LANGDON (within Wheatland County)	1					1
NEAR ROCKYFORD	2		6	1		9
SIKSIKA NATION	3	1	6	2	2	14
NEAR STANDARD	1	1	1	2	1	6
STRATHMORE HOSPITAL CRITICAL INTER-FACILITY TRANSFERS		13	15	27	11	85
NEAR STRATHMORE	6	12	6	6	4	34
TOTAL *Wheatland County average 44 missions per year	49	35	47	45	29	205

### Within Wheatland County Boundaries - Patients Flown by STARS (2010-Present)



### STARS IS BORDERLESS

**6 BASES ACROSS WESTERN CANADA** 

- Average 11 MISSIONS PER DAY
- MORE THAN 60,000 (+) MISSIONS FLOWN
- AIR MEDICAL CREW (AMC) CROSS-TRAINED
- ALL CREW AND ASSETS CROSS BORDERS

Mission Count	STARS Base	Mission Type	Description	Disposition
1	Calgary	IFT	Medical	PT TRANSPORTED - STARS
2	Calgary	Scene	Near Drowning / Trauma	PT TRANSPORTED - STARS
3	Calgary	IFT	NICU	PT TRANSPORTED BY GROUND WITH SPECIALTY TEAM
4	Calgary	IFT	COPD / Respiratory	PT TRANSPORTED - STARS
5	Edmonton	Scene	Cardiac	PT TRANSPORTED - STARS
6	Edmonton	Scene	Rollover	MISSION CANCELLED – NO TRANSPORT
7	Edmonton	Scene	Workshop Explosion	MISSION CANCELLED – ALTERNATE TRANSPORT
8	Edmonton	Scene	GSW	PT TRANSPORTED - STARS
9	<b>Grande Prairie</b>	Scene	Stroke	PT TRANSPORTED - STARS
10	Grande Prairie	IFT	MVC	PT TRANSPORTED BY GROUND WITH STARS AMC
11	<b>Grande Prairie</b>	IFT	Motorcycle vs Deer	PT TRANSPORTED - STARS
12	Regina	IFT	Decreased LOC	PT TRANSPORTED - STARS
13	Regina	IFT	Pneumonia	PT TRANSPORTED - STARS
14	Saskatoon	Scene	Motocross Accident	PT TRANSPORTED - STARS
15	Saskatoon	IFT	Sepsis	PT TRANSPORTED - STARS
16	Winnipeg	Scene	MVC Polytrauma	PT TRANSPORTED - STARS
17	Winnipeg	IFT	Perforated Bowel	PT TRANSPORTED - STARS
18	Winnipeg	Scene	Seizures	PT TRANSPORTED - STARS



# **New Medication For Hemorrhage Control**

STARS has bolstered its medical toolkit with an innovative new blood product to help form blood clots and assist with hemorrhage control.

- Now carrying 4 units of blood onboard
- Utilized in severe trauma cases
- Patients requiring more than two units of blood
- Fibrinogen helps blood clots to form

# WATSON LAKE **FORT NELSON** HOUSE **GRANDE PRAIRIE**

### OUR LONGEST MISSION

While hunting in the rugged mountains of northern B.C., Doug MacTavish suffered a major heart attack. Providing critical care to this patient in need resulted in our longest mission to date.

2,408 LITRES OF FUEL

1,763 KILOMETRES

8.2 HOURS OF FLIGHT

5.3 HOURS WITH PATIENT

1 LIFE SAVED

### **VILLAGE OF HUSSAR**

REGIONAL LEADER

\$2 Per Capita Expires in 2025

### **BENEFITS**

- Wheatland County average 44 missions per year
- STARS provides physical and virtual response
- Together, we enhance rural healthcare
- Residents have access to STARS 24/7 across Western Canada
- No cost to the patient.



A LIFE IS SAVED EVERY DAY. YOUR PARTNERSHIP MAKES IT POSSIBLE.

### BYLAW #554-23 VILLAGE OF HUSSAR

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

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

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

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

PART I: BYLAW TITLE

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

### **PART II: DEFINITIONS**

- 2.1 "Bag Tag" means a self-adhesive sticker issued by the Village of Hussar pursuant to this bylaw for identifying excess residential waste.
- 2.2 "Bylaw Officer" means each and every member employed and duly appointed as a Bylaw Enforcement or Peace Officer within the Village.
- 2.3 "Council" means the council of the Village of Hussar.
- "Collection Day" means the day or days during each week on which garbage is regularly collected from a specific premises, together with the twelve (12) hour period immediately preceding and immediately following that day.
- 2.5 "Commercial Premises" means café or restaurant, warehouse, wholesale or retail business place, office building, garage or service station, factory or industrial plant, and any other building or premises except a dwelling.
- 2.6 "Dwelling" means a building occupied for residential purposes.
- 2.7 "Garbage" means discarded ashes, bottles, metal scraps, metal cans or tins, crockery, glass, grass cuttings and other garden refuse, cloth, paper, food and food waste, wrappings, sweepings, and other items of household refuse, but does not include animal excrement or industrial waste.
- 2.8 "Garbage Can" means a receptacle constructed of non-corrosive durable metal or plastic hold household garbage.

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

### PART III: GENERAL REGULATIONS

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

### PART IV: GARBAGE COLLECTION

- 4.1 There is a three (3) bag limit for garbage. The owner or occupant of every premises shall provide sufficient garbage cans to contain the garbage generated from those premises during the period between garbage collection days.
  - a. Seasonal businesses (Arena) will be allowed unlimited garbage bags and broken down cardboard. All must be kept in enclosed bin for pickup
  - b. Community Facility (Hall and Sundowners) will be allowed unlimited garbage bags and broken down cardboard. All must be kept in enclosed bin for pickup
- 4.2 For 4 or more bags, Bag tags can be purchased at the Village Office and are registered to each address.
  - a. They can be purchased in bundles of 5 or 10.
  - b. The Fee for bag tags are set out in the Rates & Fees Policy
- 4.3 All additional garbage bags may be set out in accordance with this bylaw and must have a visible bag tag and located at the residential address as shown on the tag.
- 4.4 Where any premises is served by a lane or alley, all garbage from such premises shall be placed for collection at a location within 5 feet or 1.5 meters of the lane, but not in the lane.
- 4.5 Where any premises is not served by a lane or alley, or the lane or alley is deemed inaccessible, all garbage from such premises shall be placed for collection at location as close as possible to the travelled portion of an adjacent street, but not on a sidewalk or in such location as to interfere in any way with vehicle or pedestrian traffic.
- 4.6 Where garbage for collection is stored within any structure, fence or other enclosure, direct access to the garbage cans or bags from the lane shall be provided in every case.
- 4.7 Garbage shall be at the pickup location by 8:00 a.m. on collection day.
- 4.8 Collection Day shall be once a week on a day determined by the Village. The Village will provide notice to residents of any changes to collection days at least four weeks prior to the change taking place whenever possible.
- 4.9 The Garbage Collection Agent shall not enter any dwelling or commercial premises for the purpose of garbage collection.
- 4.10 The Village will not collect any designated recycle items. These items may be taken to the Transfer Site by Village residents.

### PART V: GARBAGE CONTAINERS

5.1 No person shall place or keep any garbage can or receptacle for industrial waste upon any lane or street in the Village except as specifically provided in this bylaw.

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

### PART VI: UNACCEPTABLE REFUSE

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

### PART VII: OFFENCES AND PENALTIES

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

### PART VIII: SEVERABILITY

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

PART IX: REPEAL

PART X: ENACTMENT

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

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

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

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

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

Chief Administrative Officer

This Bylaw shall rescind Bylaw 509-16; 541-21.

9.1

### BYLAW 558-24 VILLAGE OF HUSSAR

### BEING A BYLAW OF THE VILLAGE OF HUSSAR IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING FEES, RATES, AND CHARGES FOR SERVICES PROVIDED BY THE MUNICIPALITY

WHEREAS It is necessary to establish rules and provisions to regulate the licensing and control of animals in the Village of Hussar.

NOW THEREFORE pursuant to the Municipal Government Act (2000) M-26 and all amendments thereto, the Municipal Council of the Village of Hussar in the Province of Alberta hereby enacts as follows:

### 1. SECTION 1 – SHORT TITLE

1.1 This Bylaw may be known as the "Fees, Rates, and Charges Bylaw".

### 2. SECTION 2 – GENERAL

- 2.1 The fees, rates, and charges contained in Schedule "A" and forming part of this Bylaw, shall be the fees, rates, and charges in effect for the provision of goods and services stated.
- 2.2 Schedule "A" may be amended from time to time by bylaw and any such amendment shall form part of this Bylaw.

### 3. SECTION 3 – SEVERABILITY

3.1 It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is the further intention of Council that if any provision of this Bylaw is declared invalid, all other provisions hereof shall remain valid and enforceable.

### 4. SECTION 4 – REPEAL & ENACTMENT

4.1	Bylaw 556-24 is hereby repealed.					
4.2	This Bylaw shall come into full force upon third and final reading, and be effective July 10, 2024, unless otherwise indicated in Schedule "A".					
	Read a First time this 8 day of August, 2024					
	Read a Second time this 8 day of August, 2024					
	Read a Third time this 8 day of August, 2024					
	Signed this,,					
	Mayor					
	CAO					

### Schedule A - Fee Schedule

ADMINISTRATIVE RATES & FEES		
Information Request	FOIP Act	\$25.00/request
Cost t	o prepare information requested	\$30.00/hour
NSF Cheques	1st NSF Cheque	\$25.00
	2 <sup>nd</sup> NSF Cheque	\$50.00
No Fu	urther Cheques Will be Accepted	
Photocopying, etc	Policy 5.2	\$0.25/page
Council Meeting Package	0-125 pages	\$10.00
Council Meeting Package	126+ pages	\$20.00
Printed Land Use Bylaw		\$10.00
Tax Certificate		\$40.00
Hawker Peddler's License	Per Person/Per Year	\$50.00
Title Search		\$10.00
ANIMAL LICENSES (Bylaw 555-24)		
	eutered Animal (First 2 Animals)	
	Animal (First 2 Animals)	•
	nal (Spayed/Neutered)	
	nal (Unaltered)	
	ional Animal (Spayed/Neutered)	
Annual License Fee for Transit	ional Animal (Unaltered)	\$250.00
CAMPGROUND (Policy)		
Powered Site		\$25.00/night
Non-Powered Site		\$15.00/night
Tent		\$10.00/night
Group Camping (Reservation C	Only)	\$10.00/night/unit
	ly)	
Gazebo (Reservation With/Wi	thout Power)	\$25.00/day
Gazebo (When Not Reserved.	No Power)	FREE
<b>Entire Campground (Reservati</b>	on Only)Does not include Group Cam	nping\$300.00/night
<b>Entire Campground (Reservati</b>	on Only)Includes Group Camping/Ball Diar	monds\$350.00/night
Monthly Rate (Reservation On	l <b>y)</b> Powered Site	\$500.00/month
Monthly Rate (Reservation On	ly) Non-Powered Site	\$350.00/month

CEMETERY PLOTS	
Burial Plot	\$400.00
Columbarium Niche	\$1200.00
Memorial Wall Plaque	\$250.00
DEVELOPMENT (Bylaw 543-22)	
Compliance Certificate within 1 week of request	\$75.00
Same Day Service- if submitted prior to	o noon\$150.00
Development PermitDeck Construction	\$25.00
Fence	\$10.00
Discretionary uses not listed in fe	es\$25.00
Accessory Building	\$50.00
Building Addition	\$100.00
New Construction	\$200.00
LUB Amendment (plus Palliser & Advertis	sing fees)\$100.00
HEN AND QUAIL (Bylaw 549-22)	
Hen & Quail License Fee, includes Coop development permit	(accessory building) \$50.00
Annual Hen & Quail License Fee (Jan 1 – Dec 31)	\$25.00
PRINTED Complete information package	\$10.00
PUBLIC WORKS	
Mowing of Private Lots Due to Unsafe/Unsightly Premise	\$125.00/hour
UTILITIES (Bylaw 550-23 and 541-21)	
Water Service Monthly	\$68.00/month
Annual	
Sewer Service Monthly	\$16.00/month
Annual	
Garbage Service Monthly	• • • • • • • • • • • • • • • • • • • •
Annual	
Extra Garbage Bag Tag(bundles of 5 or 10)	• • • •
Penalties(Monthly Only)	· · · · ·
Curb Stop Shut Off Fee	

### VILLAGE OF HUSSAR

BYLAW **564-25** 

### **UTILITY BYLAW**



### BYLAW **564-25**

### VILLAGE OF HUSSAR

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### BYLAW <mark>#564-25</mark> VILLAGE OF HUSSAR

BEING A BYLAW OF THE VILLAGE OF HUSSAR, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF SUPPLY, REGULATION AND CONTROL OF UTILITY SERVICES IN THE VILLAGE OF HUSSAR.

**WHEREAS** Section 7(g) of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, provides that the Council of a Municipality may pass a bylaw respecting public utilities;

**AND WHEREAS** Water and Wastewater are defined as a Public Utility;

**AND WHEREAS** Section 8(c) of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, authorizes a municipality to pass bylaws to establish fees for the purpose of raising revenue respecting public utilities

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

### 1. SECTION 1 – TITLE

1.1 This Bylaw may be cited as the Village of Hussar "Utility Bylaw".

### 2. SECTION 2 - DEFINITIONS

- 2.1 "Abandon" means to shut off water service at the Curb Stop to allow no water to enter the Private Service at the written request of the Owner using the <u>Water Service Change Application Form, Schedule B</u> of this Bylaw. *All water and sewer charges still apply.*
- 2.2 "Account" means the arrangement by which the Owner assumes obligation to pay for utility services supplied by the Village of Hussar to the Customer's premises
- 2.3 "Appurtenance" means equipment and/or accessories which are a necessary part of operating a utility system or subsystem
- 2.4 "Authorized Person" means any representative of the Village of Hussar or person approved by the Village of Hussar.
- 2.5 "Backflow" means the flowing back or reversal of the normal direction of flow in either the Waterworks System or the Customers plumbing system.
- 2.7 "CAO" means the Chief Administrative Officer for the Village of Hussar.
- 2.8 "Composition of System or Works" means when the system of works of a public utility involves pipes, wires or other apparatus that connect to a building, the system or works includes the pipes, wires or apparatus:
  - i. running up to the building;
  - ii. located on or within the exterior walls of the building;
  - iii. running from the exterior walls to couplings, stop-cocks, meters and other apparatus placed inside the building by the municipality or the person providing the public utility;
  - iv. those couplings, stop-cocks, meters and other apparatus.
    - 2.9 "Control Valve" means a valve located on the Private Service immediately after the Private Service enters the building or residence which when shut off allows no water to enter the building.
    - 2.10 "Council" means the Municipal Council of the Village of Hussar.
    - 2.11 "Curb Stop" means a control valve located on a Service at or near the property line which when shut off allows no water to enter the Private Service.

- 2.12 "Customer" means any applicant, Owner, person(s), corporations, associates or any other municipal corporation, the Government of Alberta, or the Government of Canada whose property is connected to the Waterworks System, who has applied to the Village of Hussar for an account and/or is otherwise responsible for paying said Account for utility services and receives utility services from any Village of Hussar owned infrastructure.
- 2.13 "Hazardous Waste" means any substance that can cause illness, injury, disease or death to any unprotected person, animal or plant as defined by the Environmental Protection Act.
- 2.14 "Hydrant" means a discharge pipe with a valve and spout from where water may be drawn from the water main.
- 2.15 "Install" means to install a new utility Service to a Private Service at the written request of the Owner using the <u>Water Service Change Application Form, Schedule B</u> of this Bylaw.
- 2.16 "Irrigation" means the application of water to plants, trees, shrubs, gardens, lawns, planted pots, sod, or otherwise used to support the horticultural process.
- 2.17 "Manager of Water and Wastewater" means the person(s) designated by the Village of Hussar to manage and maintain the Waterworks System.
- 2.18 "MGA" means the *Municipal Government Act* R.S.A. 2000, Chapter M-26 and all amendments thereto.
- 2.19 "Modify" means to make any changes to an existing Service or Private Service at the written request of the Owner using the <u>Water Service Change Application Form, Schedule B</u> of this Bylaw.
- 2.20 "Occupant" means the person(s) who resides or carries on a business within a premises.
- 2.21 "Owner" means the registered owner of a property under the Land Titles Act.
- 2.22 "Private Service" means the water and sewer lines installed on private property connecting the Service at the property line to the Control Valve inside the premises.
- 2.23 "Public Service or Public Utility" means a system or works used to provide water, sewage disposal and solid waste management services for public consumption, benefit, convenience or use within the Village of Hussar and includes the apparatus that is provided for public consumption, benefit, convenience or use and generally means the water and sewer mains that connect to a Private Service.
- 2.24 "Residential Water Use" means water supplied to a premises that is used primarily for domestic purposes.
- 2.25 "Service" means the lateral waterline which connects the Village's water main to the Curb Stop located at the property line and includes the Curb Stop.
- 2.26 "Sewer Main" means the sewer pipe in the street, public thoroughfare or easement area granted to the Village which forms part of the Village's sewer distribution network and delivers wastewater from the Private Service to the wastewater treatment facilities.
- 2.27 "Terminate" means to completely remove a Service connection to a Private Service and to remove or plug the Curb Stop at the written request and expense of the Owner using the <u>Water Service Change Application Form, Schedule B</u> of this Bylaw. Water charges would cease at the specified location upon successful completion of the termination of service.
- 2.28 "Utility" means the water, wastewater or solid waste service provided by the Village of Hussar.
- 2.29 "Village" means the Village of Hussar.
- 2.30 "Water Main" means the water pipe in the street, public thoroughfare or easement area granted to the Village which forms part of the Village's water distribution network and delivers the Water Supply to the Water Service Connections.

- 2.31 "Watering" means the distribution of water to the surface or subsurface of lawns, gardens or other outdoor areas by pipes, hoses, sprinklers, or any other method using treated water supplied by the Village through the Waterworks System.
- 2.32 "Water Supply" means the supply of potable water delivered to a Customer's property through the Waterworks System.
- 2.33 "Waterworks System" means the system of water mains, pipelines, services, curb stops, hydrants, sewer lines and all appurtenances to the water system of the Village of Hussar established for the supply of utility services to Customers.
- 2.34 "Water Use Restriction" means the restriction of water usage as declared by the Chief Administrative Officer.

### 3. SECTION 3 - AUTHORITY

The Village of Hussar has the power and authority to do all things necessary for the general maintenance, management, and operation of the Waterworks System.

### 4. SECTION 4 - USE AND CONTROL

The use and control of all waterworks, water treatment systems, common wastewater and all sewage disposal systems connected therein in the Village of Hussar shall be in accordance with this Bylaw.

### 5. SECTION 5 - AREA OF RESPONSIBILTY

All waterworks, sanitary wastewater systems, storm systems, drains and wastewater disposal works belonging to the Village of Hussar now laid down or hereafter laid down shall be under direct control of the Village of Hussar.

### 6. SECTION 6 - WATERWORKS

### **6.1** Application for a Private Service Change

- 6.1.1 An application to install, abandon, modify or terminate the Service shall be made in writing to the Village and signed by the Owner, as per <u>Water Service</u> Change Application Form, Schedule B.
- 6.1.2 Prior to the installation, modification, abandonment or termination of a Private Service, the Owner shall enter into an agreement with the Village to pay for any and all costs related to the installation, modification, abandonment or termination of the Private Service.

### **6.2** Installation of a Private Service

- 6.2.1 Following approval and payment of, or an agreement to pay, all fees for Private Service, an Owner shall authorize the construction of a maximum of one Private Service per lot and shall locate the Curb Stop at or near the property line.
- **6.2.2** No person shall install or cause to be installed a branch line between a Private Service and the Waterworks System.
- **6.2.3** The Owner shall be responsible for all costs of connecting the Private Service to the Waterworks System, including costs which may arise as a result of the actual location of the Private Service being different from the approved location of the Private Service.
- **6.2.4** Where a Public or Private Service passes through disturbed ground, the Owner shall be required to pay all additional construction costs of any required support system or removal of contaminated soils.

- **6.2.5** No person shall extend a Private Service from one lot to another.
- **6.2.6** All water Private Service pipes laid on private property shall be of C.S.A. approved material of equal quality and size of the service pipes between the water main and the property line.

### **6.3** Refusal to Provide a Private Service

- **6.3.1** The Village may refuse to construct a Private Service to properties which do not abut a water or sewer main.
- 6.3.2 If an Owner applies for installation of a Private Service to a property which does not abut a Water Main, the Village may conditionally approve the application for the Private Service. Without limitation, conditions may include that the Owner shall pay all costs for construction of the Service and the Service shall meet all required specifications.

### **6.4** Modifications to a Private Service

- **6.4.1** Where the Private Service is inadequate to supply the volume of water required at a building, an application for a larger Private Service may be made in accordance with this Bylaw.
- **6.4.2** Where a Private Service is no longer required, an application shall be made in accordance with this Bylaw to discontinue the Private Service and the Owner shall abandon or terminate the Private Service, at the expense of the Owner.
- 6.4.3 The Village may order the abandonment or termination of the Private Service to properties on which no building exists or which are not in Account. Where the Village has ordered the Private Service to be abandoned or terminated, the Village shall notify the Customer and/or Property Owner of the abandonment or termination and the cost shall be charged to the Property Owner.
- **6.4.4** Any Owner who wishes to have an existing Private Service connection relocated shall apply to the Village in writing for approval. The Village may authorize the work to be completed on the condition that the cost of the project shall be paid by the Property Owner.
- **6.4.5** Following complete Termination of a Service, utility charges will cease for that location.

### **6.5** Testing

- **6.5.1** A certified Plumber may operate a Curb Stop only for the purpose of:
  - testing the Private Service piping, following completion of which the Plumber shall immediately close the Curb Stop and remove the temporary spacer;
  - ii. replacing or repairing a Control Valve;
  - iii. replacing or repairing piping on the Private Service.
- **6.5.2** Any Plumber who causes damage to any Village equipment or the Village Waterworks System shall pay the cost of returning the Village equipment or Waterworks System to its previous state.
- **6.5.3** No person except persons authorized by the Village or Village's Agent shall turn on or off any valve in the Waterworks System.

#### **6.6** Repair

- 6.6.1 The Village shall not be responsible for any damage, loss or injury of any nature or kind resulting directly or indirectly from the installation or repair of a Public or Private Service.
- **6.6.2** The Private Service shall be owned by the Owner of the property which it services and shall be installed, maintained, repaired and replaced by the Owner, as required.
- **6.6.3** The Owner shall take all necessary measures to prevent damage to the Public or Private Service due to any cause, including but not limited to settlement of structures or surrounding soils.
- **6.6.4** The Owner shall maintain the Private Service in a state of good repair, with sufficient protection for freezing, leakage or other water loss.
- **6.6.5** If the Owner fails or refuses to maintain, repair or replace a Private Service as required by this Bylaw, then the Village may:
  - i. turn off the Water Supply until the repairs have been made to stop any water loss; or
  - ii. authorize a Village Agent to enter the property to conduct the required repairs or replacement, the costs of which shall be payable by the Property Owner.
- **6.6.6** In the case emergency repair is required, all work will be scheduled by the CAO and the Manager of Water and Wastewater in a timely manner and the cost of which shall be charged back to the Owner.

#### **6.7** Responsibility

- **6.7.1** The Village shall be responsible for any and all costs related to the Public Service of the Waterworks System unless those costs are included as part of conditions for a Development Permit or otherwise directed by Council and a written agreement has been made with the Property Owner to pay for costs related to the Public Service.
- **6.7.2** The Property Owner shall be responsible for any costs associated with Private Service of the Waterworks System, including but not limited to costs related to frozen lines.
- **6.7.3** Any costs incurred by the Village on behalf of any person shall be recoverable and subject to the same penalties as taxes, as per the MGA and Village of Hussar Policy.

#### **6.8** Hydrants

- **6.8.1** No person except those designated by the Village or Village's Agent or members of a Fire Department shall open, close or interfere with any Hydrant connected to the Waterworks System.
- 6.8.2 No person, except those designated by the Village or Village's Agent, shall connect a hose to a fire Hydrant or use water from a fire Hydrant for any purpose other than emergency fire protection, testing of the fire protection hoses and/or equipment, Fire Department training exercises or testing or repair of a Fire Hydrant.
- **6.8.3** No person shall allow anything to be constructed, erected, or planted adjacent to a Fire Hydrant which may in any way obstruct or interfere with access to, use of or visibility of a fire Hydrant.

#### **6.10** Wells and Other Sources of Water Supply

- **6.10.1** No well or other source of water except water provided via the Village Waterworks System shall be used in the Village.
- **6.10.2** The use of any such well or other source of water supply may be declared to be a nuisance and a Public Health and Safety violation and the well or other source of water shall be removed, plugged, filled up or otherwise abated and the costs of such to be paid by the Owner.

#### **6.11** Requests for Curb Stop Shut Offs

- **6.11.1** The Owner of a serviced location may request to have their Private Service turned off or on at the curb stop if:
  - i. the Village receives a minimum of 72 hours written notice;
  - ii. the request is submitted through the CAO, who will make the necessary arrangements with the Manager of Water and Wastewater;
  - iii. the appropriate fee is paid or payment arrangement has been made; and the curb stop is in working order.
- **6.11.2** The fee for turning off or on a Private Service at a curb stop location at the request of an Owner will be cost plus a twenty five percent (25%) administration fee, as per <u>Schedule A, Rates.</u>
- **6.11.3** In the case the curb stop is not in working order, the Village will make repairs as required within six (6) months of the request, the cost of which shall be charged to the Owner.
- **6.11.4** In the case emergency Service shut off is required; all work will be scheduled by the CAO and the Manager of Water and Wastewater in a timely manner.

#### 7. SECTION 7 - WASTEWATER

#### **7.1** Wastewater

- 7.1.1 No person shall throw, deposit or leave in or upon any Village sewer, or any trap, basin, grating, manhole or other appurtenance of any Village sewer, any offal, garbage, litter, manure, rubbish, sticks, stones, dirt, or refuse of any kind except feces, urine, necessary closet papers and wastewater properly discharged through a house sewer into the Village wastewater system.
- **7.1.2** No person shall discharge, or permit to be discharged, into any sewer, any liquid which would prejudicially affect the wastewater or the disposal of sewage or any matter of substance by which the free flow of sewage may be interfered with, or any chemical or trade waste, waste stream, condensing water, heated water or other liquids higher in temperature than seventy seven (77) degrees Celsius.
- **7.1.3** No person shall make, or cause to be made, any connection with any Village wastewater line or house drain or appurtenance for the purpose of conveying, or which may convey, into the Village wastewater system any flammable or explosive material, storm water, roof drainage, cistern or tank overflow, storm pond water or condensing or cooling water.
- **7.1.4** No person shall discharge the contents of any privy, vault, manure pit or cesspool directly or indirectly into the Village wastewater system or house drain connected therewith with the exception of the proper disposal of Recreation

- Vehicle sewage and grey water at the designated area in the Hussar Campground.
- **7.1.5** No person shall permit wastewater to be discharged onto the land.
- **7.1.6** No person shall turn, lift, remove, raise or tamper with the cover of any manhole, ventilator or other appurtenance of the Village wastewater system expect duly authorized employees or Agents of the Village.
- **7.1.7** No person shall cut, break, pierce or tap into the Village wastewater system or appurtenance thereof, or introduce any pipe, tube, trough or conduit into the Village wastewater system except duly authorized employees or Agents of the Village.
- **7.1.8** No person shall interfere with the free discharge of the Village wastewater system or any part thereof or do anything which may impede or obstruct the flow of wastewater or clog up the Village wastewater system or appurtenance thereof.
- 7.1.9 An authorized employee or Agent of the Village shall have the right at any reasonable time to enter a premises connected to the Village wastewater system to determine whether or not any improper material or liquid is being discharged into the wastewater system and said Agent shall be authorized to stop or prevent the discharge into the wastewater system through any private wastewater drain of any material or liquid which is liable to injure the wastewater system or obstruct the flow of sewage.

#### 7.2 Storm Water

- **7.2.1** No person shall cause storm water to enter the wastewater system through the use of sump pumps or any other method.
- **7.2.2** Foundation weeping tiles shall not drain into any wastewater service or onto Village property, including streets and sidewalks
- **7.2.3** No roof drains shall be connected to weeping tiles.
- 7.2.4 All downspouts and drains are to be onto owners property
- **7.2.5** The Village may require an Owner to install a suitable back water valve or other device for the purpose of cutting off the connection between the wastewater line and the basement or cellar of the residence, the cost of which shall be paid by the Owner.

#### 7.3 Industrial and Commercial

- **7.3.1** No waste or discharge resulting from any trade, industrial, agricultural, or manufacturing process shall be directly discharged into any Village wastewater system without written approval of the Village.
- **7.3.2** As a condition of such approval, the Village may require pretreatment of the effluent as deemed necessary. Any pretreatment facilities shall be completely installed by the Applicant at the Applicant's expense prior to any wastewater connection and shall be thereafter maintained and operated by the Applicant.
- **7.3.3** Grease traps of sufficient size and design shall be placed on the waste pipes of all hotels, restaurants, laundries and any other such places as the Village may direct. Such traps shall be installed prior to a connection to the Village Wastewater System.

#### 8. SECTION 8 - RESTRICTIONS & WATER MISUSE

#### 8.1 Restrictions

- **8.1.1** In the event the CAO believes there is a reason to impose water usage restrictions with the Village, the CAO may invoke measures to restrict, regulate or prohibit water use for any purpose other than for firefighting.
- **8.1.2** The measures to regulate, restrict or prohibit the use of water supplied by the Village to Customers, may include, but are not limited to, restricting the days or time of day for watering, amount of water supplied on an ongoing basis, closing of the water supply during certain times of the day, reducing system pressures or totally prohibiting watering or the use of water by closing off the Water Supply for extended periods of time.
- **8.1.3** The Village shall give notice declaring the restrictions on the use of water for the purpose of conserving water as per Section 8.1.5(iii).
- **8.1.4** In the event there is a reason to require reduced water usage in the Village, the CAO may declare a Water Use Restriction which may be declared to be effective immediately or at a specified date.
- **8.1.5** In the event of the declaration of water use restrictions, the CAO:
  - i. shall determine the exact restrictions required and the permitted activities;
  - ii. shall determine the length of time the water use restrictions will stay in force;
  - iii. shall cause a public notice indicating the restrictions of the water use restrictions, the date it will come into effect and the length of time the restrictions will be in force by one or more of the following methods:
    - a. village notice in the Post Office and Village Office;
    - b. notification in the newspaper;
    - c. circulation of newsletters or flyers;
    - d. signage; or
    - e. Village website; and
  - iv. shall, after the reasons for causing the water use restrictions have sufficiently abated, declare an end to the Water Use Restriction and shall cause public notice of same to be given in the manner described in <u>Section</u> 8.1.5(iii).
- **8.1.6** When a Water Use Restriction is in effect, no Customer, Occupant, or Owner shall allow the use of water supplied through the Waterworks System for any activity or application prohibited as per the restrictions set out at the time the Water Use Restriction is implemented.

#### 8.2 Water Misuse

- **8.2.1** No Customer shall waste water by allowing water provided through the Waterworks System to run off a parcel of land.
- **8.2.2** Notwithstanding the prohibitions in this section the CAO may authorize in writing the discharge of water onto a street or sidewalk for the purposes of:
  - i. health and safety;
  - ii. the installation or maintenance of infrastructure including the flushing of Water Mains, Hydrants and water Service connections;

- iii. preventing the freezing of Water Mains, Hydrants and water Service connections;
- iv. conducting water flow tests;
- v. training programs for firefighters; or
- vi. any other purpose as deemed necessary by the CAO.
- **8.2.3** No Customer shall waste water supplied by the Village in any way whether by improper or leaky service pipes, fixtures, taps or excessive use of water as determined by the CAO.

#### 9 SECTION 9 - DISCLAIMER OF LIABILITY

- **9.1** The Village shall not be liable for loss or damage caused by:
  - i. the break of any Water or Sewer Main, Pressure Reducing Valve, Hydrant, Waterworks System Valve, Public or Private Service;
  - ii. the interference or cessation of the Water Supply in connection with the extension, repair or maintenance of the Waterworks System;
  - iii. the interruption to or failure of the Waterworks System to deliver adequate volume or pressure for the supply of water for fire protection purposes; or
  - iv. generally for any accident or escape of water or wastewater due to the operation of the Waterworks system.

#### 10 SECTION 10 - UNAUTHORIZED USE

- **10.1** Except as otherwise permitted in this Bylaw, no person other than employees of the Village or the Village's Agent shall:
  - i. operate, handle or interfere with a Water or Sewer Main, Curb Stop, Bypass Valve, Hydrant or other appurtenance of the Waterworks System; or
  - ii. make, keep, use or dispose of any key or wrench for the purpose of operating any valve, Curb Stop, Hydrant, chamber or any other appurtenance of the Waterworks System.
- 10.2 No person shall lay, or cause to be laid, any pipe to connect in any way to the Waterworks System without written consent of the Village.
- 10.3 No person shall willfully or without authority hinder, disrupt or cut off the Water Supply to any Customer.
- **10.4** No person shall obstruct or impede free and direct access to any Service, Water Main valve, Curb Stop, Hydrant or other appurtenance of the Waterworks System.
- 10.5 Where a Customer has not removed any obstruction to any part of the Waterworks System within ten (10) days after being notified in writing to do so, the Village shall remove the obstructions at the expense of the Property Owner.
- **10.6** No person shall use or obtain water from the Waterworks System without an Account being opened.
- 10.7 No person shall sell or supply water obtained from the Waterworks System to any person who intends to sell the water or supply water by pipe or hose from the Waterworks System to any premises which could be supplied through its own Private Service.
- **10.8** No person shall allow the backflow of water or wastewater into the Village Waterworks System.
- 10.9 No person shall enter a fenced area of the Waterworks System or climb on any structure that is part of the Waterworks System without permission from the CAO.

**10.10** No person shall climb on, damage, destroy, remove, tamper or interfere with any part of the Waterworks System.

#### 11 SECTION 11 - BILLING

#### **11.1** Billing

- **11.1.1** A Utility Bill showing amounts for service including any applicable fees or interest shall be prepared and mailed as of the first (1<sup>st</sup>) of each month and shall be due on the last day of that month. The water and sewer charges as well as any other charge authorized by a Bylaw of the Village may be combined on a single user bill but each charge shall be itemized separately.
- **11.1.2** Any Customer may pay their utility bill by cash, cheque, or electronic funds transfer. Payments may be made by regular mail, email, in person or dropped off at the Village Office through the door mail slot.
- 11.1.3 Any Customer may choose to be billed annually for utility services. A Utility Statement showing the annual amount for utility service on annual accounts will be mailed as of February 1 of each year and shall be due on March 31 of that year.
- **11.1.4** Every business or dwelling with utility service in the Village must have an Account set up with the Village.
- **11.1.5** Only the Owner of a residence or business shall be allowed to apply for an Account with the Village and shall complete a <u>Utility Account Activation Form, Schedule C</u>.
- **11.1.6** When property ownership changes as per the Land Titles Registry, it is deemed that the Account shall automatically transfer to the new Owner and the Account is set up with the Village, whether or not the Owner has filled out <u>Utility</u>

  Account Activation Form as per Section 11.1.5.
- **11.1.7** When property ownership changes, any remaining balance on the Utility account is deemed to be transferred to the new Owner and is payable by the new Owner.
- **11.1.8** The utility charges shall apply to each residence or Account whether or not the residence is occupied and whether or not the water is turned off or on at the residence, either at the Curb Stop or Control Valve, unless the Private Service has been terminated as per <u>Section 6.4.5.</u>
- 11.1.9 The Owner as registered with Land Titles shall be responsible to pay all water and sewer charges for all properties registered in their name, whether or not it is the principal residence of the Owner. Any properties rented or leased out are the responsibility of the registered Owner and all utility billings will be directed to the registered Owner of the property.

#### 11.2 Penalties

- **11.2.1** To any monthly Account which remains unpaid at the end of each month for which the Account was rendered shall be added by way of penalty an amount specified by the Village in <a href="Schedule A, Rates">Schedule A, Rates</a> and that similar accumulated penalty shall be added for each month the account remains unpaid.
- **11.2.2** To Any yearly Account which remains unpaid at the end of the due date for which the Account was rendered shall be moved to monthly billing and added by way of penalty an amount specified by the Village in <u>Schedule A</u>, <u>Rates</u> and that similar accumulated penalty shall be added for each month the account remains unpaid.

- 11.2.3 Should any Account, or portion thereof, remain unpaid sixty (60) days past the due date of the billing, the Service may be discontinued. Any unpaid utility charges may be added to the tax roll for that property as per the MGA and Village of Hussar policy. Any yearly mortgagee accounts may be added to the tax roll for that property prior to issuing tax assessment notices as per the MGA and Village of Hussar policy.
- 11.2.4 In the case of default of payment of the Account, the Village may enforce payment by action in a court of competent jurisdiction or by distress upon seizure of goods and chattels of the Owner or by making the Water and Wastewater charges in default a charge or lien against the properties served by these utilities, as per the MGA.
- 11.2.5 Any person(s) guilty of a breach of the provisions of this Bylaw shall upon summary conviction be liable to a fine of not less than \$50.00 but not more than \$2,500.00 for each offence, or upon failure to pay assessed fines, not more than 60 days imprisonment.

#### 12 SECTION 12 – SEVERABILITY PROVISION

**12.1** if any section of this Bylaw is found to be illegal or beyond the power of Council to enact, such section shall be deemed to be severable from all other sections of this Bylaw.

#### 13. SECTION 13 - EFFECTIVE DATE

- **13.1** This Bylaw shall come into effect upon third and final reading
- **13.2** This Bylaw shall rescind Bylaws 539-21, 499-15, 513-17 526-20 and 550-23

 Mavor	Chief Administrative Officer
Signed this day of	
READ a third time this day of	, 2025
READ second time this day of	, 2025
READ a first time this day of	_, 2025.

#### BYLAW <mark>564-25</mark> VILLAGE OF HUSSAR SCHEDULE A RATES

Monthly Water Service	\$72.00 per month
Monthly Sewer Service	\$17.00 per month
Annual Water Service	\$864.00 per year
Annual Sewer Service	\$204.00 per year
Late Fee	3% per month
Curb Stop Shut Off Fee	Actual Cost + 25% Admin Fee

#### BYLAW <mark>564-25</mark> VILLAGE OF HUSSAR FORMS

SCHEDULE B
APPLICATION FOR SERVICE CHANGE

SCHEDULE C
UTILITY ACCOUNT ACTIVATION

Village of Hussar
Box 100, 109 – 1 Avenue East
Hussar, Alberta T0J 180
Phone: 403-787-3766
Fax: 888-800-4937
office@villageofhussar.ca
www.villageofhussar.ca

## WATER SERVICE CHANGE APPLICATION

NAME OF APPLICANT:				
ADDRESS:				
PO BOX #: 7	YOWN:			
POSTAL CODE:	PHONE:			
EMAIL:				
I, THE APPLICANT, HEREBY APPLY TO	O THE VILLAGE OF HUSSAR TO	: (pick one)		
☐ INSTALL ☐ MODIFY	ABANDON TE	RMINATE		
THE WAT	ER SERVICE FOR:			
•	vice location)			
IN THE VILLAGE	E OF HUSSAR, ALBERTA.			
BY SIGNING THIS FORM, THE APPLICANT ASSUMES FULL RESPONSIBILITY FOR ALL COSTS, CHARGES AND FEES ASSOCIATED WITH THE INSTALLATION, MODIFICATION, ABANDONMENT OR TERMINATION OF WATER SERVICES AS REQUESTED.  The personal information provided as part of this application is collected under the <i>Municipal Government Act</i> and in accordance with the <i>Freedom of Information and Protection of Privacy Act</i> . The information is required and will be used for the purposes of the Village of Hussar Utility Bylaw. If you have any questions about the collection or use of the personal information provided, please contact the Village Office.				
Print name	Signature	Date		

Village of Hussar
Box 100, 109 – 1 Avenue East
Hussar, Alberta T0J 180
Phone: 403-787-3766
Fax: 888-800-4937
office@villageofhussar.ca
www.villageofhussar.ca



## UTILITY ACCOUNT ACTIVATION

NAME:						
SERVICE ADDRESS:						
PHONE: EMAIL:						
BILLING ADDRESS (if different from Service Address):						
BOX: ADDRESS:						
TOWN: POSTAL CODE:						
BY SIGNING THIS FORM, THE APPLICANT ASSUMES FULL RESPONSIBILITY FOR ALL COSTS, CHARGES AND FEES ASSOCIATED WITH THE INSTALLATION, MODIFICATION, ABANDONMENT OR TERMINATION OF WATER SERVICES AS REQUESTED.  The personal information provided as part of this application is collected under the <i>Municipal Government Act</i> and in accordance with the <i>Freedom of Information and Protection of Privacy Act</i> . The information is required and will be used for the purposes of the Village of Hussar Utility Bylaw. If you have any questions about the collection or use of the personal information provided, please contact the Village Office.  UTILITY BILLING INCLUDES SERVICE CHARGES FOR WATER, SEWER						
AND GARBAGE.						
CHOOSE ONE:						
ANNUAL BILLING						
MONTHLY BILLING						

#### BYLAW <mark>565-25</mark> VILLAGE OF HUSSAR

BEING A BYLAW OF THE VILLAGE OF HUSSAR, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AUTHORIZING THE CHARGING OF FEES FOR GARBAGE COLLECTION.

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

AND WHEREAS garbage collection is considered a service provided by the municipality;

**AND WHEREAS** the Village of Hussar Council voted by resolution to enact a bylaw to establish fees for garbage collection service in Hussar based on a full cost recovery system.

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

This Bylaw may be cited as the Village of Hussar "Garbage Collection Fees Bylaw"

- 1) Garbage will be collected from every residence and business in the Village of Hussar as per Bylaw 553-23 the Garbage Collection Bylaw.
- 2) There will be no rebate or refund issued by the Village for garbage collection fees:
  - a) In the case garbage is not collected weekly for any reason; or
  - b) In the case a resident has prepaid for the service and subsequently moves out of the Village. In this situation, the prepaid fee will continue to apply to the property and it will be the responsibility of the resident to obtain the remainder directly from the next resident of the property.
- 3) The date and time of weekly garbage collection will be determined by the Chief Administrative Officer and any changes will be communicated to the residents in a timely fashion through newsletters, posters, newspaper or any other method deemed appropriate.
- 4) The fees for garbage collection will be based on a full cost recovery system.
- 5) The fees for garbage collection will apply to every residence and business in the Village of Hussar, regardless if the service is used.
- 6) Residents and businesses will not be allowed to opt out of the service.
- 7) Garbage collection fees will not be charged to empty lots.

- 8) Garbage collection fees will be assessed on a monthly basis and will be included on the monthly water/sewer utility statement.
- 9) Despite <u>Section 8</u>, residents who are charged annually for water and sewer service will be charged annually for garbage collection and these charges will be on the same statement.
- 10) To any monthly Account which remains unpaid at the end of each month for which the Account was rendered shall be added by way of penalty an amount specified by the Village in <u>Schedule A</u>, <u>Rates</u> and that similar accumulated penalty shall be added for each month the account remains unpaid.
- 11) As per Village of Hussar policy, all garbage collection fees which remain unpaid sixty (60) days past the due date of the billing will be transferred to the property tax account associated with the service as it is for water and sewer charges. Any yearly mortgagee accounts may be added to the tax roll for that property prior to issuing tax assessment notices.
- 12) The fees for garbage collection are as set out in <u>Schedule A</u> of this Bylaw.
- 13) This Bylaw shall rescind Bylaws 496-15, 514-17, 527-20, and 540-21.
- 14) If any section of this Bylaw is found to be illegal or beyond the power of Council to enact, such section shall be deemed to be severable from all other sections of this Bylaw.
- 15) This Bylaw shall come into effect upon the third and final reading.

READ a first time this day of	, 2025.
READ second time this day of	, 2025.
READ a third time this day of	, 2025.
Signed this day of	·
 Mayor	Chief Administrative Officer

## BYLAW 565-25 VILLAGE OF HUSSAR SCHEDULE A GARBAGE COLLECTION FEES

- 1) The monthly fee for garbage collection is \$27.00.
- 2) The annual fee for garbage collection is \$324.00
- 3) The interest penalty for late payment is 3% per month.

## Faxing & Photocopying Policy

Date Approved by Council: July 18, 2015 Resolution: 14.07.15

Review Date: January Related Bylaw: N/A

Amendments: 2017-01-23-16; 2021-03-11-381; 2022-02-03-029

#### **Purpose**

This policy has been adopted to provide guidelines for faxing and photocopying requests from the public.

#### **Guidelines**

The Village of Hussar will provide photocopy, printing, scanning and fax services to the public up to twenty-five (25) pages maximum at one time for business not relating to the Village.

The Village of Hussar will provide photocopy, printing, scanning and fax services to the public with no maximum for documents relating to the Village, including but not limited to bylaws, policies, minutes and personal account information (taxes and utilities).

The Village of Hussar may charge a fee for all photocopying, printing, scanning and fax services not related to personal account information as per Administrative Policy 5.3.

Council meeting packages can be purchased for a flat fee: 0-125 pages \$10.00 126+ pages \$20.00

Land Use Bylaw can be purchased for a flat fee of \$10.00

## Outstanding Utility Account Transfer to Tax Roll

Date Approved by Council: January 14, 2016 Resolution: 06.01.15

Review Date: January Related Bylaw: 564-25 Utility Bylaw

Amendments: 2017-01-23-13; 2020-05-14-112

#### **Policy Statement**

This policy has been adopted to provide guidelines for the transfer of outstanding utility accounts to the property tax roll.

#### **General Guidelines**

All utility charges that are over sixty (60) days past due will be added to the tax roll for the property. Yearly mortgagee accounts will be transferred prior to tax assessment notices being sent.

The utility charge will only be transferred to the tax roll on the parcel of land associated with the utility charge so that the service address for the utility charge and the service address for the tax roll are the same.

Written notice will be provided to each utility account owner prior to the transfer of any overdue utility amount to the tax roll for the property.

Accounts receiving monthly utility billing will have the above notice inserted into the utility bill provided as of the first (1<sup>st</sup>) of the month and the notice will include the following information:

- Utility Account Number,
- Indication that the account is overdue and the overdue amount,
- Notice that the overdue amount will be transferred to the property tax roll as of the last day of
  the month for which the notice is being sent if payment of the overdue amount is not made in
  full by the final day of the month for which the notice is being sent,
- Property tax roll number to which the overdue amount will be transferred.

Accounts receiving annual billing will have written notice mailed as of April 1 of each year and the notice will include the following information:

- Utility Account Number,
- Indication that the account is overdue and the overdue amount,
- Notice that the overdue amount will be transferred to the property tax roll as of May 31<sup>st</sup> of that year if payment of the overdue amount is not made in full by May 31<sup>st</sup> of that year,
- Property tax roll number to which the overdue amount will be transferred.

Accounts receiving monthly utility billing will have overdue amounts transferred to the property tax roll after monthly utility penalties have been applied and after tax penalties have been applied to the tax roll in order to avoid penalties being applied to the transferred amount twice in one month.

## Outstanding Garbage Service Fees Transfer to Tax Roll

Date Approved by Council: March 12, 2015 Resolution: 09.03.15

Review Date: January Related Bylaw: 565-25 Garbage Collection Fees

Amendments: 2017-01-23-13; 2020-05-14-112; 2021-01-14-354

#### **Policy Statement**

This policy has been adopted to provide guidelines for the transfer of outstanding garbage service fees to the property tax roll.

#### **General Guidelines**

All garbage collection service fees that are over sixty (60) days past due will be added to the tax roll for the property. Yearly mortgagee accounts will be transferred prior to tax assessment notices being sent.

Garbage collection fees will be transferred to the tax roll of the property at the same time as overdue utility accounts are transferred and will only be transferred to the tax roll on the parcel of land associated with the utility charge so that the service address for the utility charge and the service address for the tax roll are the same.

Written notice will be provided to each utility account owner prior to the transfer of any overdue garbage collection amount to the tax roll for the property.

Accounts receiving monthly utility billing will have the above notice inserted into the utility bill provided as of the first (1<sup>st</sup>) of the month and the notice will include the following information:

- Utility Account Number,
- Indication that the account is overdue and the overdue amount,
- Notice that the overdue amount will be transferred to the property tax roll as of the last day of
  the month for which the notice is being sent if payment of the overdue amount is not made in
  full by the final day of the month for which the notice is being sent,
- Property tax roll number to which the overdue amount will be transferred.

Accounts receiving annual billing will have written notice mailed as of April 1 of each year and the notice will include the following information:

- Utility Account Number,
- Indication that the account is overdue and the overdue amount,
- Notice that the overdue amount will be transferred to the property tax roll as of May 31<sup>st</sup> of that year if payment of the overdue amount is not made in full by May 31<sup>st</sup> of that year,
- Property tax roll number to which the overdue amount will be transferred.

Accounts receiving monthly utility billing will have overdue amounts transferred to the property tax roll after monthly utility penalties have been applied and after tax penalties have been applied to the tax roll in order to avoid penalties being applied to the transferred amount twice in one month.

## Private Service Repairs Charged to Homeowner

Date Approved by Council: March 12, 2015 Resolution: 08.03.15

Review Date: January Related Bylaw: 564-25 Utility Bylaw

Amendments: 2017-01-23-13

#### **Policy Statement**

This policy has been adopted to provide guidelines for the procedure to charge costs for water and sewer repairs to the homeowner when water and sewer repairs are undertaken and paid by the Village of Hussar but are on homeowner property and are the responsibility of the homeowner.

#### **General Guidelines**

The Village may undertake water and sewer repairs on Village owned property which encroach onto private property.

All repairs on private property are the responsibility of the property owner.

When the Village undertakes water and sewer repairs that encroach on private property, the Village shall determine the amount of work conducted on private property based on the actual costs of the repair.

The amount of work determined to be on private property will be calculated based on cost per foot (or meter) of work completed with the addition of costs of any parts or equipment used or installed on private property.

The Village will invoice the owner for the amount of the repair determined to be the owner's responsibility based on the above plus a 5% administrative charge.

The property owner will have thirty (30) days to pay the invoice as determined from the date of the invoice.

If the Owner fails to pay the invoice within sixty (60) days of the date of the invoice, the amount of the repair may be transferred to the tax roll related to the property where the repairs were completed.

The Village will notify the property owner in writing when the unpaid repairs are transferred to the tax roll by way of letter sent by regular mail.

The Village of Hussar shall not be liable for any expenses incurred for repairs, cleanouts or inspections not authorized by the Village prior to the expense being incurred.

## **Utility Rate Policy**

Date Approved by Council: December 21, 2021 Resolution: 2021-12-21-667

Review Date: December Related Bylaw: 564-25 Utility Bylaw

(Review with Bylaw)
Amendments:

#### **Policy Statement**

This policy has been adopted to provide guidelines for billing and collection of rates and charges associated with the use of municipally owned and operated utility systems.

#### **General Guidelines**

#### Billing

- All new owners must complete the Utility Account Activation Form, as per the "Schedule C" in the Village of Hussar Utility Bylaw 564-25.
- All utility billings will be sent to the landowner and become the responsibility of the landowner, not the renter, and non-payment of the utility bill could result in the transfer of outstanding balances to their taxes pursuant to the Municipal Government Act, Section 553.
- The renter may receive a copy of the utility bill upon approval of the landowner.
- Utilities are invoiced on a monthly basis and will be mailed by the 5<sup>th</sup> of the month
- Utilities are due on the last day of the month as set out in the utility bill.
- Annual utility billing accounts are invoiced in February and are due March 31<sup>st</sup>.

#### **Outstanding Accounts:**

- An account is considered "outstanding" when the Village has not received payment on or before the due date.
- All "outstanding" accounts will be charged a penalty of 3% as per the Schedule A Rates in the Village of Hussar Bylaw 564-25 Utility Bylaw
- Upon 30 days past due the Village will provide written notice to each utility account owner that will notify the landowner that the utilities may be transferred to the tax roll of the property once they reach 60 days past due.
- As per the Village of Hussar Utility Bylaw 564-25 and Utility Transfer to Tax Roll Policy under the authority of the Municipal Government Act any amount overdue by 60 days will be transferred to the tax roll of the property
- The utility charge will only be transferred to the tax roll on the parcel of land associated with the utility charge so that the service address for the utility charge and the service address for the tax roll are the same.
- Accounts receiving monthly utility billing will have overdue amounts transferred to the
  property tax roll after monthly utility penalties have been applied and after the tax penalties
  have been applied to the tax roll in order to avoid penalties being applied to the transferred
  amount twice in one month.

#### Village of Hussar

#### **Request for Decision (RFD)**

Meeting: Regular Meeting
Meeting Date: January 9, 2025

Title: Spring Convention - Meet with Minister McIver

Agenda Item Number: 6a.

#### **BACKGROUND**

The ABmunis Convention on **March 6-7 2025** at the Edmonton Convention Centre. There is a potential opportunity for municipal councils to meet with the Honourable Ric McIver, Minister of Municipal Affairs. Request would need to be received by January 10, 2025.

We generally receive more requests than can be reasonably accommodated over the course of the convention. Requests which meet the following criteria will be given priority for meetings during the convention:

- Municipalities that identify up to three discussion topics related to policies or issues directly relevant to the Minister of Municipal Affairs and the department.
  - o It is highly recommended to provide details on the discussion topics.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with whom Minister McIver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the convention.

Meeting times with the Minister are scheduled for approximately 15 minutes. This allows the Minister to engage with as many councils as possible. All municipalities that submit meeting requests will be notified at least two weeks prior to the convention as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for municipalities the Minister is unable to accommodate during the convention.

Pricing:

At this time pricing is not available

Where: The Westin Hotel, Edmonton

Hotel rooms have been blocked off for attendees. Rooms can be booked at a rate of \$205 per night plus GST. They can be booked following the link below.

Registration will be limited to elected officials and administrations from Alberta municipalities. Registration options will be available for Municipal Leaders' Caucus by itself, or attendance including the President's Summit, being held at the same location on March 5, 2025.

#### **RECOMMENDATION:**

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

## Outlook

#### Meeting request with Minister McIver - ABmunis Spring Municipal Leaders Caucus 2025



Cc MA Engagement Team <ma.engagement@gov.ab.ca>

1 attachment (31 KB)

2025 Abmunis MLC Meeting Template.xlsx;

#### Dear Chief Administrative Officer:

I am writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric McIver, Minister of Municipal Affairs, at the 2025 Spring Municipal Leaders' Caucus (MLC), scheduled to take place at the Westin Edmonton from March 6 – 7, 2024. These meetings will be in person at the Westin Edmonton or the Alberta Legislature, as scheduling permits.

Should your council wish to meet with Minister McIver during the MLC, please submit a request by email with potential topics for discussion on the attached meeting request template to <a href="mailto:ma.engagement@gov.ab.ca">ma.engagement@gov.ab.ca</a> no later than <a href="mailto:january 10">January 10</a>, <a href="mailto:2025.">2025</a>.

We generally receive more requests than can be reasonably accommodated over the course of the convention. Requests which meet the following criteria will be given priority for meetings during the convention:

- Municipalities that identify up to three discussion topics related to policies or issues directly relevant to the Minister of Municipal Affairs and the department.
  - It is highly recommended to provide details on the discussion topics.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with whom Minister McIver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the convention.

Meeting times with the Minister are scheduled for approximately 15 minutes. This allows the Minister to engage with as many councils as possible. All municipalities that submit meeting requests will be notified at least two weeks prior to the convention as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for municipalities the Minister is unable to accommodate during the convention.

If you encounter any issues with the meeting request template, please email the Engagement Team for assistance.

Engagement Team Municipal Services Division Municipal Affairs

### Village of Hussar

#### **Request for Decision (RFD)**

Meeting:	Regular Meeting
Meeting Date:	January 9, 2024
Title:	<b>Unsafe Premises</b>

Agenda Item Number: 6 b.

#### **BACKGROUND**

Council has asked that this topic be brought forward again so that the issue can be continued to be addressed.

Attached are pictures taken that show the building may be leaning and could fall into the street.

I have attached some options for fencing should Council wish to proceed with fencing off the property.

#### **RECOMMENDATION:**

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









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#### **SAFETY FENCES**

Special Offers

Control pedestrian and vehicle traffic around temporary hazards.

- Recommended for construction sites, parking lots or warehouses.
- Easy to install and remove. Rolls up for easy transport.
- Heavy Duty Fences 50% stronger for windy, snowy winter conditions.
- Fence Posts Sturdy painted steel for in-ground use. Heavy duty posts withstand strong winds. Sold separately.









#### **SAFETY FENCES**

•, •							
MODEL	DESCRIPTION	SIZE	WEIGHT	P	RICE EAC	ADD TO	
NO.	DESCRIPTION	HxL	(LBS.)	1	3	12+	CART
<u>S-14713</u>	Standard	4 x 100'	11	\$55	\$54	\$52	Specify Color
<u>S-22226</u>	Heavy Duty	4 X 100	13	66	64	63	Specify Color
<u>S-24123</u>	Standard	6 x 100'	26	183	181	177	Specify Color
<u>S-24124</u>	Heavy Duty	0 X 100	31	203	200	197	Specify Color

#### **GREEN STEEL FENCE POSTS**

MODEL	DESCRIPTION SIZE		SIZE FOR USE WITH		PRIC	CE EACH (1	MIN. 3)	ADI	ото
NO.	DESCRIPTION	SIZE	SIZE FOR USE WITH	(LBS.)	3	12	24+	CA	ART
<u>H-4637</u>	Standard		6' 4' Tall Fence	3	\$17	\$16	\$14	3	ADD
H-9484	Heavy Duty	0	4' Tall Fence	8	18	17	16	3	ADD
<u>H-9310</u>	Heavy Duty	8'	6' Tall Fence	10	24	22	21	3	ADD

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**Q**More Images

#### **PORTABLE SAFETY BARRIERS**

Temporarily manage foot traffic around job sites, festivals and sporting events.

- Barriers interlock to create long runs.
- Easy to set up and take down.
- Welded 11/4" diameter frame with 5/8" diameter uprights.
- Removable feet for easy stacking and storage.
- Powder Coated Safety yellow for greater visibility.
- Galvanized Hot dipped. Excellent rust resistance.
- Flat Feet Sit flush on ground to prevent tripping in high-traffic areas.



• Bridge Feet - Keep barrier level on grass and uneven ground.



#### PORTABLE SAFETY BARRIERS - POWDER COATED

MODEL	DESCRIPTION	FOOT	SIZE	WT.	PRICE	EACH	ADD TO
NO.	DESCRIPTION	STYLE	LxH	(LBS.)	1	4+	CART
H-8269	Powder	Flat	8 <sup>1</sup> /2' x 40"	33	¢104	¢172	1 ADD
H-7087	Coated	Bridge	0 1/2 X 40	31	\$186	\$173	1 ADD

SHIPS UNASSEMBLED VIA MOTOR FREIGHT

#### PORTABLE SAFETY BARRIERS - GALVANIZED

MODEL	DESCRIPTION	FOOT	SIZE	WT.	PRICE	EACH	ADD TO
NO.	DESCRIPTION	STYLE	LxH	(LBS.)	1	4+	CART
H-8270	Calvaniand	Flat	0 1/ol v 40ll	35	\$200	\$186	1 ADD
<u>H-7086</u>	Galvanized	Bridge	8 1/2' x 40"	33	\$200	\$100	1 ADD

SHIPS UNASSEMBLED VIA MOTOR FREIGHT



HOME TEMP

TEMPORARY FENCE

GATES

ACCESORIES

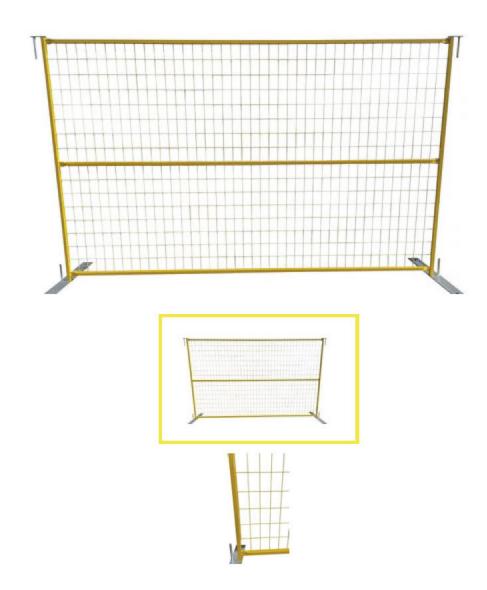
CONTACT

CORRAL PANELS

Account

## Temporary Fence for Sale - Call 780.833.3515 or Toll Free 1.833.818.7778 - info@directfence.ca





Temporary Fence - 6H x 9'6L Powder Coated Set - Yellow \$89.00

#### ADD TO CART

#### **Temporary Fence Panel**

- Designed and Engineered for Canadian Market and Environmental Conditions
- Color & Finish: yellow powder coated finish
- Size: 6H x 9'6L
- Wire Welding Position: Inside; every wire/frame connection is welded
- Wire Size:: 3.5mm / 3.7mm (approx. 8g)
- Frame Size: 25\*25\*1mm for all frame including middle support; Thickness 1.2 (mm)
- Mesh Size Opening: 6.35\*10cm/2.5\*4
- Weight: 40lbs / 18kg
- 120 panels per full skid

#### Supplied with 1 stand and 1 top connector

Share







## Village of Hussar List of Accounts for Approval Batch: 2024-00119 to 2024-00132

2025-01-07 9:06 AM Page 1

Bank Code: AP - AP-GENERAL OPER

#### COMPUTER CHEQUE

Payment #	Date	Vendor Name		Payment Amount
9709	2024-12-02	AMSC Insurance Services Ltd.		1,171.67
9710	2024-12-02	ClearTech Industries Inc		1,065.71
9711	2024-12-02	Canada Revenue Agency		1,868.59
9712	2024-12-02	EPCOR Utilities Inc.		335.14
9714	2024-12-02	Workers' Compensation Board AB		640.75
9716	2024-12-05	Jepson Petroleum Ltd.		357.78
9717	2024-12-05	JG Water Services		5,372.26
9718	2024-12-05	Wiechel Frank & Juliana		18.89
9719	2024-12-17	Contact Safety Service LTD.		1,545.85
9720	2024-12-17	Direct Energy		1,161.62
9721	2024-12-17	D&K Frank Construction		1,260.00
9722	2024-12-17	Data Scavenger Inc.		157.50
9723	2024-12-17	Federation of Canadian		133.47
9724	2024-12-17	Miller Water Systems		452.28
9725	2024-12-17	M & M Pumps Inc.		410.15
9726	2024-12-17	Reality Bytes Incorporated		231.00
9727	2024-12-17	Canoe Procurement Group of		144.55
9729	2024-12-17	Wheatland County		1,860.69
9730	2024-12-17	Wild Rose Assessment Service		507.50
9738	2024-12-19	Telus Communications Inc.		160.67
9739	2024-12-19	Telus Mobility		117.78
9740	2024-12-13	Alberta Municipal Services Corp		609.50
9741	2024-12-24	Canada Revenue Agency		2,318.45
9742	2024-12-24	Telus		37.75
9743	2024-12-31	Alberta Municipal Services Corp		3,794.03
9744	2024-12-31	EPCOR Utilities Inc.		324.36
9744	2024-12-31	Gleichen Standard Transport		152.44
9746	2024-12-31			346.81
		Jepson Petroleum Ltd.		
9747 9748	2024-12-31	Palliser Regional		111.11 395.93
	2024-12-31 2024-12-31	Canoe Procurement Group of		
9749		RY BAR Oilfield Services Ltd.		1,785.00
9750	2024-12-31	Telus Mobility	Total Committee Charmer	117.78
			Total Computer Cheque:	31,028.00

#### **AUTOMATIC WITHDRAWAL**

Payment #	Date	Vendor Name		Payment Amount
20241231	2024-12-19	Government Of Alberta		10,180.64
			Total Automatic Withdrawal:	10.180.64

Date Printed 2025-01-07 9:06 AM

#### Village of Hussar List of Accounts for Approval Batch: 2024-00119 to 2024-00132

Batch: 2024-00119 to 2024-00132 Page 2

	Total AP:	41,208.64
Certified Correct This January 7, 2025		
Reeve	Administrator	

## JGwaterservices Montly Summary For Dec 2024

December 4, 2025	M & M looked at East well, going to look for parts to fix contactor
December 7, 2025	Removed old heater and Installed New unit heater in East well
December 11, 2025	M & M brought parts and fixed contactor East Well
December 21, 2025	High Level LS, cleaned and reset floats (emergency callout)
December 31, 2025	CL2 pump was down ,changed valve,cleaned pump and got pump running
	See attached copy of Unit heater receipt from Princess Auto



# BASSANO RCMP DETACHMENT MOUNTIE MEMO For: December 2024

In December 2024, Bassano RCMP responded to over a 50 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:

#### Theft/Mischief to Gas Compound - December 5th, 2024:

Bassano RCMP responded to a report of a cut fence and cut open battery box located at a Co-Op Gas compound on Range Rd 193, 2.5 kms north of Hwy 1 near Makepeace. 2 batteries from the box were stolen and total loss and damage valued at \$2000.00. There was no exact time frame of when this took place. There was no video surveillance and no physical evidence left on scene. RCMP Criminal Analysts were notified to track this offence and confirmed similar M.O. incidents targeting well site batteries occurring near Bow Island/Redcliff areas recently with out suspect(s) identified at this time. Analysts are tracking these property offences in an effort to identified involved individuals.

#### Assault with a Weapon/Theft - December 9th, 2024:

Bassano RCMP responded to a report of an Assault with a Weapon. Police attended a rural farm near Range Road 205 and Hwy 1, where a home owner was assaulted with a crow bar while trying to intervene as a male broke into his car. The victim suffered a minor injury. The suspect is believed to have been a hitchhiker or walking west bound on Hwy 1 prior to arriving at the farm just off Hwy 1. The suspect left on foot and hours of searching did not locate him. The male suspect is described as 50-60 years old, wearing blue jeans, a black jacket, black toque/gloves and had a yellow back pack. Efforts to ID the suspect and the investigation are on going.

#### Ice Road Chaos on Hwy #1 - December 22nd, 2024:

Bassano RCMP responded and assisted to numerous vehicles and semi-trucks in the median of Highway 1. Between Bassano and Brooks were over 25 cars and at least 8 commercial vehicles that ended up in the median or jack-knifed on the roadway throughout the morning and afternoon. The adverse driving conditions caused by melting ice and then freezing rain created a skating rink on the roadways. Highway crews and Tow Trucking Companies were hard at work rescuing the vehicles as they created an additional safety hazard on the roadways. Highway 1 was shut down at various times to retrieve the commercial vehicles still partially on the freeway. Luckily, there were no serious injuries or damages in the collisions. Driving behavior for the conditions played a part in all the

incidents either to speed, lack of distance in between vehicles and lack of proper winter tires.

#### Rollover Motor Vehicle Collision / Stolen Vehicle - December 23rd, 2024:

Bassano RCMP responded to a report of a single vehicle rollover on Hwy 1 near Hwy 56. The minivan was travelling west bound on Hwy 1 just east of Hwy 56, when it lost control on the icy road and swerved into the median. The minivan was occupied by 3 people, a female driver and 1 male and 1 female passengers. The minivan rolled several times, trapping the male passenger inside who was later cut out by Bassano and Standard Fire Dept. All occupants suffered serious but nonlife-threatening injuries and were transported to hospital by EMS, one requiring STARS helicopter. They remain in serious but stable condition. Later the investigation determined the minivan was stolen from Medicine Hat the previous evening. The registered owner has been notified. The investigation is continuing for the determining factors around the collision, theft and criminal charges.

## Police & Public Education: Help us - Help you!

#### **Winter Driving:**

Throughout the beginning of winter and the first initial snow falls and icy conditions, there has been many constants noted when we have been attending motor vehicle collisions. Many times, the collisions, the serious injuries, vehicles going off the highway and road closures could have been avoided.

The weather and road conditions change quite quickly, which means your driving habits need to change as well. Just because the speed limit is marked at 110 kms/hr, doesn't mean that speed HAS to be achieved. Speed should be reduced to allow for safe control in adverse road conditions and the distance between you and the next vehicle needs to be increased to allow for changes and reactions to what takes place in front of you.

#### Some helpful tips:

- Ensure you have proper winter tires.
- Having a 4 x 4 does not mean you can drive faster. Driving with the 4x4 engaged can improve traction and vehicle control but it does not stop the vehicle any faster.
- Make sure your headlights are on even during the day. With automatic lights in many vehicles now, they can turn off and only allow your headlights which does not help anyone behind you
- If you're driving a semi-truck please know the limits of your vehicle's stopping distance. If you have no experience driving in winter conditions, perhaps pull over and wait out the storm and then carry-on when it's safer.
- In commercial vehicles, only pass a slower driver when safe to do so. This means do not hit the fast lane when it's covered in snow as it can blind the driver in the slow lane. Wait to pass when it does not impede or present a safety risk to others.

- Have a winter kit of clothing, a blanket, safety cones/markers, jumper cables, candles, snacks/water and a phone charger with you to ensure you can survive a long wait time for a tow truck.
- Allow extra time and distance when driving in less-than-ideal road/weather conditions.

As the year of 2024 comes to a close, Bassano RCMP Detachment has gone through many changes, there has been an additional Regular Member added to our cadre bringing the Membership up to 5 Regular Members and 1 Public Service Worker and a change of Detachment Commander.

We are receiving our newest Constable in late January and are looking forward to her arrival and contribution to the Community. We are planning on expanding our community engagement and visibility this upcoming year and look forward to meeting for people and participating in events!

Thank you to all the areas we serve at the Bassano Detachment for your assistance in reporting suspicious and criminal activity and your engagement with us. It is very much appreciated!

Happy 2025 to everyone!

Regards, Sgt. Joe Schmidt



Sgt. Joe Schmidt Detachment Commander Bassano RCMP Detachment







Within the past six months I have informed my partners and colleagues here at Wild Rose Assessment Services of my intention to retire from the firm effective February 28, 2025. Before I could comfortably reach this decision, I felt the succession planning in our office would need to be secure and of that I am confident. My reasons for retiring are positive ones and reflect my desire to spend more time with my family, travel, volunteer work and lose many golf balls.

My partners have reacted to my plans in both a generous and flattering way. As a result of these discussions, I will remain a presence here at Wild Rose Assessment Services and will be available for consultations and special projects whenever the need arises.

Wild Rose Assessment Services has hired an additional accredited assessor (A.M.A.A.) who has field experience and strong communication skills. With our office you will continue to get a large perspective of views, so you can be assured that all of the resources of our firm are available to you. **The Village of Hussar** has been discussed within our office, so they are familiar with you and I will be available for consultations as mentioned earlier. The younger partners and colleagues of our firm are knowledgeable, enthusiastic and are keen to serve you.

In preparing for this change, my strongest emotion is one of gratitude to our many clients and friends of our firm who have contributed to our success over the past twenty-nine years. Many of you know me well and are aware of the effort and pride which I have contributed to help build this firm and its excellent reputation. You have my heartfelt thanks for your loyalty and assistance in the transition to my successors.

If I am entitled to one parting request, it would be that the clients, friends and employees of the firm strive to achieve greater success and growth in the future than what we have accomplished in the past. As we have done historically, continue to have controlled growth so that our service to our valued clients is not compromised.

Yours very truly,

Rodney Vikse