

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
APRIL 15, 2014 @ 5:00 P.M.**

The meeting of the Council of The Village of Heisler was held in the Council Chambers at the Village of Heisler Office in Heisler, Alberta on Tuesday April 15, 2014 @ 5:00p.m.

PRESENT: Kel Tetz Deputy Mayor
Sven Bernard Councillor
Amanda Howell Chief Administrative Officer
REGRETS: Dennis Steil Mayor

CALL TO ORDER:

Deputy Mayor Tetz called the meeting to order at 5:00 p.m.

ADOPTION OF AGENDA:

Motion 322/14

Moved by Councillor Bernard to adopt the agenda with the following changes:

Additions:

9.4- Contract documents from Select Engineering Consultants Ltd.

9.5- Flagstaff Waste – Concrete aggregate for municipalities

12.7- Acceptance of 2014 Operating Budget revision

12.8- Invoice from OK Septic

12.9- Auditor fees proposal

14.4- Municipal Bylaw Tag

Deletions:

12.6- Acceptance of remaining engineering budget – Lougheed Avenue sewer upgrade

CARRIED

MINUTES:

Motion 323/14

Moved by Deputy Mayor Tetz that Heisler Village Council approve the March 18, 2014 Regular Council meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATIONS:

Brian King of Brian King Professional Corporation

Council welcomed Brian King to the meeting at 5:03 p.m.; he attended the meeting to present council with the 2013 auditor's report and audited financial statements. Brian left the meeting at 5:25 p.m.

April 15, 2014

Motion 324/14

Moved by Deputy Mayor Tetz that Heisler Village Council accept the 2013 auditor's reports and audited financial statements as presented.

BYLAWS:

2014 Tax Rate Bylaw #483-14

Motion 325/14

Moved by Councillor Bernard that Heisler Village Council give **first** reading to Bylaw #483-14, the Tax Rate bylaw for the 2014 tax year.

CARRIED

Motion 326/14

Moved by Deputy Mayor Tetz that Heisler Village Council give **second** reading to Bylaw #483-14, the Tax Rate bylaw for the 2014 tax year.

CARRIED

Motion 327/14

Moved by Councillor Bernard that Heisler Village Council proceed to **third and final** reading of Bylaw #483-14, the Tax Rate bylaw for the 2014 tax year.

CARRIED

Motion 328/14

Moved by Deputy Mayor Tetz that Heisler Village Council by **unanimous consent** give third and final reading to Bylaw #483-14, the Tax Rate bylaw for the 2014 tax year.

CARRIED UNANIMOUSLY

POLICIES:

NONE

OLD BUSINESS:

NONE

NEW BUSINESS:

2014 summer student – Public Works Assistant

Motion 329/14

Moved by Councillor Bernard that Heisler Village Council instruct the CAO to advertise for a summer public works assistant in the May newsletter. The full-time position will run from July 2- August 29, 2014. Resumes will be accepted between May 5-15th.

CARRIED

2014 Municipal Census

Motion 330/14

Moved by Councillor Bernard that Heisler Village Council table agenda item 9.2, 2014 Municipal Census until spring 2015.

CARRIED

Drainage along Manning Avenue

Motion 331/14

Moved by Councillor Bernard that Heisler Village Council instruct the CAO to purchase two “bump” signs. Councillor Bernard volunteered to dig a small swale, free of charge across Manning Avenue and Stewart Street to deal with drainage issues.

CARRIED

Contract Documents from Select Engineering Consultants Ltd.

Motion 332/14

Moved by Deputy Mayor Tetz Heisler Village Council accept and sign the contract documents from Select Engineering Consultants Ltd. for the Loughed Avenue – Sewer upgrading project as presented.

CARRIED

Flagstaff Regional Solid Waste Management Association – Concrete for Municipalities

Motion 333/14

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to contact Flagstaff Waste to order one truckload of concrete aggregate at \$130.00/load.

CARRIED

COUNCILLOR REPORTS:

Mayor Steil’s written report

- Flagstaff Regional Solid Waste Management Association – Mar 24/14 meeting minutes.

Mayor Steil’s verbal report- None

Deputy Mayor Tetz’s written report

- Emergency Services Committee – Apr 1/14 meeting minutes

- Flagstaff Family & Community Services – Apr 9/14 meeting minutes

Deputy Mayor Tetz’s verbal report- None

Councillor Bernard’s written report- None

Councillor Bernard’s verbal report- None

Public Works Operating Report- March/April 2014

Bylaw Enforcement Report – February/March 2014

Motion 334/14

Moved by Deputy Mayor Tetz that Heisler Village Council accept the above written/verbal reports as presented.

CARRIED

CAO REPORT AND ACTION LIST:

Motion 335/14

Moved by Councillor Bernard that Heisler Village Council accept the CAO action list and CAO written report from the March 18, 2014 council meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 336/14

Moved by Deputy Mayor Tetz that Heisler Village Council accept the March 16th – March 31st, 2014 cheque register #2071- #2092 in the amount of **\$17,728.66** as presented.

CARRIED

Cheque Register

Motion 337/14

Moved by Councillor Bernard that Heisler Village Council accept the April 1st – April 15th, 2014 cheque register #2093- #2108 in the amount of **\$10,824.90** as presented.

CARRIED

Petty Cash Expenses

Motion 338/14

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to pay the petty cash expenses for April, 2014 in the amount of **\$53.65**.

CARRIED

Financial Statement for March 2014

Motion 339/14

Moved by Councillor Bernard that Heisler Village Council accept the balance shown on the March 2014 financial statement as presented.

CARRIED

Invoice from WFR Wholesale Fire & Rescue Ltd.

Motion 340/14

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to pay **\$300.00** plus GST to WFR Wholesale Fire & Rescue Ltd. for invoice #85202.

CARRIED

Acceptance of revised 2014 Operating Budget

Motion 341/14

Moved by Deputy Mayor Tetz that Heisler Village Council accept the revision of the 2014 Operating Budget. Revisions include an amendment to property tax revenue, inputting the final School Foundation and Seniors Foundation requisitions and council instructs the CAO to transfer **\$20,400.00** into General Reserves for future use.

CARRIED

Invoice from OK Septic

Motion 342/14

Moved by Councillor Bernard that Heisler Village Council accept the invoice from OK Septic, #2051 for information.

CARRIED

Auditors Fees Proposal – Brian King Professional Corporation

Motion 343/14

Moved by Deputy Mayor Tetz that Heisler Village Council accept the proposal from Brian King Professional Corporation to provide audit services from 2014 to 2017 as per the following service fee amounts.

2014 - **\$7,150.00**

2015- **\$7,300.00**

2016- **\$7,450.00**

2017- **\$7,600.00**

CARRIED

CORRESPONDENCE:

- 13.1 Letter from WCB – National Day of Mourning
- 13.2 Closer to Home – Initiative Completion and New Tools for Rural Albertans
- 13.3 Letter from Flagstaff County – Sponsorship for the Alberta Community Co-operative Youth Program
- 13.4 Letter from Alberta Tourism, Parks and Recreation – Replace tourism attraction signs
- 13.5 Letter from the Town of Sedgewick – Flagstaff Regional Housing Group – Grants for Seniors Housing
- 13.6 Alberta Recycling Management Authority – E-Waste and Paint Roundup Program
- 13.7 Parkland Regional Library Board – Feb 27/14 meeting minutes
- 13.8 Interpretation Bulletin – New Home Buyer Protection Office
- 13.9 Letter from Alberta Urban Municipalities Association – Alberta Capital Finance Authority Annual General Meeting
- 13.10 Letter from Environment Canada – PCB Regulations
- 13.11 Letter from Municipal Affairs – Minister’s Awards for Municipal Excellence
- 13.12 Flagstaff County – Rural Road Study Update
- 13.13 Community Advisory Committee – March 18/14 meeting minutes
- 13.14 Letter from AESO – Changes to the transmission line project

Motion 344/14

Moved by Councillor Bernard that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.14 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA:

Motion 345/14

Moved by Deputy Mayor Tetz that Heisler Village Council go In Camera to discuss personal items at 7:17 p.m.

CARRIED

OUT OF CAMERA:

Motion 346/14

Moved by Deputy Mayor Tetz that Heisler Village Council go Out of Camera at 7:37p.m.

CARRIED

Request from ratepayer

Motion 347/14

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to write a letter to the ratepayer to inform them that council will void the **\$75.00** municipal bylaw tag issued to them one-time. Council instructs the CAO to remind the ratepayer that annual dog tags must be purchased before January 31st of the current year.

CARRIED

Unsightly Premises - municipal bylaw tag - Roll #87

Motion 348/14

Moved by Councillor Bernard that Heisler Village Council instruct the CAO to contact the Bylaw Enforcement Officer and instruct him to fine roll #87 with a municipal bylaw tag, pursuant to Heisler's Unsightly Premises Bylaw #443-10.

DATE OF NEXT REGULAR COUNCIL MEETING:

May 13, 2014 at 7:00pm

ADJOURNMENT:

As all items on the agenda were discussed, Deputy Mayor Tetz adjourned the meeting at 7:45 p.m.

X

Dennis Steil
Mayor

X

Amanda Howell
CAO