

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
APRIL 18, 2013 @ 7:00 P.M.**

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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 Thursday April 18, 2013 @ 7:00p.m.

**PRESENT:** Sean Maciborski Mayor  
Dennis Steil Deputy Mayor  
Kel Tetz Councillor  
Amanda Howell Chief Administrative Officer

**CALL TO ORDER:**

Mayor Maciborski called the meeting to order at 7:00 p.m.

**ADOPTION OF AGENDA:**

**Motion 963/13**

Moved by Deputy Mayor Steil to adopt the agenda with the following changes:

**Deletion:**

**5.2** Brian King, Auditor – Presenting 2012 Auditors reports to council

**Additions:**

**5.2** Fire Chief Joe Martz and Deputy Fire Chief Mickey Heisler – Discussion with Council

**12.11** Select Engineering – Release of hold back from Forestburg Transit Mix

**12.12** Quote for additional insurance from AMSC

**12.13** Transfer funds from fire reserves – furnace for fire hall

**13.8** Memo from the Village of Galahad

**CARRIED**

**MINUTES:**

**Motion 964/13**

Moved by Councillor Tetz that Heisler Village Council approve the March 19, 2013 Regular Council meeting minutes as presented.

**CARRIED**

**PUBLIC HEARING: NONE**

**DELEGATIONS:**

**The Bethany Group – Progress of Cozy Corner**

Council welcomed Dennis Beesly, John Davis and Dave Buist to the meeting at 7:05 pm. Council had requested that representatives from The Bethany Group attend the meeting to provide a progress report on the transition of management of Heisler Cozy Corner to The Bethany Group. John Davis stated that Cozy Corner is doing well, the building is in good shape,

and that the residents are stable. In the near future, valves on the boiler may need to be replaced. Dennis reported to council an overview of social housing provincially. Dennis, John and Dave left the meeting at 7:20 pm.

**Heisler Fire Chief Joe Martz & Deputy Fire Chief Mickey Heisler- Discussion with Council**

Council welcomed Joe Martz and Mickey Heisler to the meeting at 7:25 pm. Joe and Mickey attended the meeting to inform council that a new permit has been designed by the Alberta Government pertaining to Municipal Firefighting Vehicle Permits. They plan to apply to the program which will allow the municipality to accept drivers abstracts when an individual joins the department, the individual will not be required to submit it annually. In addition, they had a discussion with council about the future fire truck and where the grader/fire truck will be stored as the fire hall is not big enough to house all of the vehicles. Joe and Mickey left the meeting at 7:40 pm.

**Motion 965/13**

Moved by Mayor Maciborski that Heisler Village Council accept the delegation of The Bethany Group and the delegation of Joe Martz and Mickey Heisler as information.

**CARRIED**

**BYLAWS:**

**Bylaw #476-13 – Fees and Charges**

**Motion 966/13**

Moved by Mayor Maciborski that Heisler Village Council give **first** reading to Bylaw #476-13, the Fees and Charges bylaw.

**CARRIED**

**Motion 967/13**

Moved by Deputy Mayor Steil that Heisler Village Council give **second** reading to Bylaw #476-13, the Fees and Charges Bylaw.

**CARRIED**

**Motion 968/13**

Moved by Councillor Tetz that Heisler Village Council proceed to **third and final** reading of Bylaw #476-13, the Fees and Charges Bylaw.

**CARRIED**

**Motion 969/13**

Moved by Mayor Maciborski that Heisler Village Council by **unanimous consent** give third and final reading to Bylaw #476-13, the Fees and Charges Bylaw.

**CARRIED**

**Bylaw #475-12 –Franchise Agreement with ATCO Electric Ltd. Bylaw**

**Motion 970/13**

Moved by Deputy Mayor Steil that Heisler Village Council give **second** reading to Bylaw #475-12, the Franchise Agreement with ATCO Electric Ltd. Bylaw.

**CARRIED**

**Motion 971/13**

Moved by Councillor Tetz that Heisler Village Council proceed to **third and final** reading of Bylaw #475-12, the Franchise Agreement with ATCO Electric Ltd. Bylaw.

**CARRIED**

**Motion 972/13**

Moved by Mayor Maciborski that Heisler Village Council by **unanimous consent** give third and final reading to Bylaw #475-12, the Franchise Agreement with ATCO Electric Ltd. Bylaw.

**CARRIED**

**Bylaw #479-13 – Tax Rate Bylaw**

**Motion 973/13**

Moved by Mayor Maciborski that Heisler Village Council give **first** reading to Bylaw #479-13, the Tax Rate Bylaw for the 2013 tax year.

**CARRIED**

**Motion 974/13**

Moved by Deputy Mayor Steil that Heisler Village Council give **second** reading to Bylaw #479-13, the Tax Rate Bylaw for the 2013 tax year.

**CARRIED**

**Motion 975/13**

Moved by Councillor Tetz that Heisler Village Council proceed to **third and final** reading of Bylaw #479-13, the Tax Rate Bylaw for the 2013 tax year.

**CARRIED**

**Motion 976/13**

Moved by Mayor Maciborski that Heisler Village Council by **unanimous consent** give third and final reading to Bylaw #479-13, the Tax Rate Bylaw for the 2013 tax year.

**CARRIED**

**POLICIES:**

**NONE**

**OLD BUSINESS:**

**ATCO Electric Ltd. – Final Signatures for the Franchise Agreement**

**Motion 977/13**

Moved by Councillor Tetz that Heisler Village Council instruct the Mayor and CAO to sign, initial, and place the official seal on the Electric Distribution Franchise Agreement between the Village of Heisler and ATCO Electric Ltd.

**CARRIED**

**NEW BUSINESS:**

**County Community Peace Officer Agreement**

**Motion 978/13**

Moved by Mayor Maciborski that Heisler Village Council accept agenda item 9.1, County Community Peace Officer Agreement for information.

**CARRIED**

**Designation of St. Martin's Parish as a Municipal Historic Resource**

**Motion 979/13**

Moved by Mayor Maciborski that Heisler Village Council instruct CAO to write a letter to St. Martin's Parish to inquire if they are interested in having the parish designated as a municipal historic resource.

**CARRIED**

**Amended MUNIX Subscribers Agreement**

**Motion 980/13**

Moved by Mayor Maciborski that Heisler Village Council table agenda item 9.3, Amended MUNIX Subscribers Agreement until the next council meeting.

**CARRIED**

**Emergency Services Committee – Draft Mutual Aid All Hazards Agreement with Flagstaff Municipalities**

**Motion 981/13**

Moved by Mayor Maciborski that Heisler Village Council instruct CAO to send a letter to Kim Cannady stating that Heisler is in favour of an All Hazards Mutual Aid agreement with Flagstaff County Municipalities. Heisler Council accepts the draft agreement as presented.

**CARRIED**

**COUNCILLOR REPORTS:**

Mayor Maciborski's written report- CAC meeting on April 16/13

Mayor Maciborski's verbal report- FRSWMA meeting on March 25/13

Deputy Mayor Steil's written report- None

Deputy Mayor Steil's verbal report- None

Councillor Tetz's written report- Emergency Services Committee meeting on April 2/13

Councillor Tetz's verbal report- FCSS meeting on Apr 17/13

Public Works Operating Report- March, April, 2013

Bylaw Enforcement Report- March, April, 2013

**Motion 982/13**

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

**CARRIED**

**CAO REPORT AND ACTION LIST:**

**Motion 983/13**

Moved by Mayor Maciborski that Heisler Village Council accept the CAO action list and CAO written report from the March 19/13 Council meeting as information.

**CARRIED**

**FINANCIAL:**

**Cheque Register**

**Motion 984/13**

Moved by Deputy Mayor Steil that Heisler Village Council accept the March 16<sup>th</sup> – March 31<sup>st</sup>, 2013 cheque register #1608- #1625 in the amount of **\$17,438.25** as presented.

**CARRIED**

**Cheque Register**

**Motion 985/13**

Moved by Councillor Tetz that Heisler Village Council accept the April 1<sup>st</sup> – April 15<sup>th</sup>, 2013 cheque register #1625-#1643 in the amount of **\$14,280.38** as presented.

**CARRIED**

**Acceptance of the March 2013 Financial Statement**

**Motion 986/13**

Moved by Mayor Maciborski that Heisler Village Council accept the balance shown on the March, 2013 bank statement as presented.

**CARRIED**

**Petty Cash Expenses**

**Motion 987/13**

Moved by Mayor Maciborski that Heisler Village Council instruct CAO to pay the petty cash expenses for April, 2013 in the amount of **\$25.30**.

**CARRIED**

**CAO Travel Expenses**

**Motion 988/13**

Moved by Deputy Mayor Steil that Heisler Village Council approve the travel expenses of CAO, Amanda Howell in the amount of **\$54.50**.

**CARRIED**

**Preliminary cost estimates from Select Engineering – Phase 3 Sewer Project**

**Motion 989/13**

Moved by Mayor Maciborski that Heisler Village Council instruct CAO to contact Select Engineering to inform the engineer that Council would like to proceed with Phase 3 of the sewer upgrade project. The project consists of replacement of sewer sections and manholes between manholes 13-17 at an estimated cost of **\$115,000**, replacement of sewer sections and manholes between manholes 1-2 at an estimated cost of **\$135,000** and installation of water

and sewer services at the RMH lots on Sifton Street at an estimated cost of **\$24,500** (7 lots at **\$3,500** each).

**CARRIED**

**Approval of amended 2013 Operating Budget**

**Motion 990/13**

Moved by Deputy Mayor Steil that Heisler Village Council approve the amendment of the 2013 Village of Heisler Operating Budget due to an increase in the funding allocation through the Municipal Sustainability Initiative Operating Grant.

**CARRIED**

**Transfer funds to reserves**

**Motion 991/13**

Moved by Councillor Tetz that Heisler Village Council instruct CAO to transfer **\$4,364** into general reserves. The funds were received from the Municipal Sustainability Initiative Operating Grant allocation that was not budgeted for.

**CARRIED**

**Deputy Mayors Expenses**

**Motion 992/13**

Moved by Mayor Maciborski that Heisler Village Council instruct CAO to pay Deputy Mayor, Dennis Steil's expenses in the amount of **\$320.00** from January – April, 2013 in the April, 2013 month end accounts payable cheque run.

**CARRIED**

**Transfer funds to reserves**

**Motion 993/13**

Moved by Mayor Maciborski that Heisler Village Council instruct CAO to transfer the funds remaining in the Community Hall Insurance 2013 budget of **\$3,717.06** to Recreation Reserves for future recreation projects.

**CARRIED**

**Quote for additional insurance**

**Motion 994/13**

Moved by Mayor Maciborski that Heisler Village Council accept agenda item 12.12 – Quote for additional insurance for information.

**CARRIED**

**Transfer funds from Fire Reserves**

**Motion 995/13**

Moved by Councillor Tetz that Heisler Village Council instruct CAO to transfer **\$2,100** from fire reserves for payment of the invoice from Heritage Heating for the purchase of a new furnace for the fire hall.

**CARRIED**

**CORRESPONDENCE:**

- 13.1- ATCO Electric Community Symposium information
- 13.2- Letter from Alberta Transportation – 2013 BMTG Grant
- 13.3- Letter from Municipal Affairs, Ministers Awards of Excellence
- 13.4- Letter from Municipal Affairs, MSI Funding information
- 13.5- Alberta Municipal Health and Safety Association – April Newsletter
- 13.6- Letter from Safety Codes Council – Accreditation Policy Changes
- 13.7- Emergency Services Committee – April 2/13 Draft Minutes
- 13.8- Memo from the Village of Galahad

**Motion 996/13**

Moved by Mayor Maciborski that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.8 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

**CARRIED**

**IN CAMERA:**

**Motion 997/13**

Moved by Mayor Maciborski to go In Camera to discuss personal and personnel items at 9:05 pm.

**CARRIED**

**OUT OF CAMERA:**

**Motion 998/13**

Moved by Mayor Maciborski to go Out of Camera at 9:20 pm.

**CARRIED**

**Letter from Campground Representative**

**Motion 999/13**

Moved by Mayor Maciborski that Heisler Village Council accept the request from Camp Representative Dwight Perrault to raise his fees for collection of payments from camp site renters from \$3.00 to \$4.00 per camp site per night.

**CARRIED**

**Request for approval of discretionary use at RMH Lots**

**Motion 001/13**

Moved by Mayor Maciborski that Heisler Village Council deny the request for approval of a discretionary use at the RMH Lots on Sifton Street. Council put forward a recommendation that the person who made the request consider purchasing an industrial/commercial lot as there are incentives for purchasing lots in those zones as the RMH lots are not zoned for the requested purpose.

**CARRIED**

**DATE OF NEXT REGULAR COUNCIL MEETING:**

May 23, 2013 at 7:00pm

**ADJOURNMENT:**

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 9:40 pm.

X

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Sean Maciborski  
Mayor

X

Amanda Howell  
CAO