

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
APRIL 19, 2016 @ 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 Tuesday April 19, 2016 @ 7:00 p.m.

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

**CALL TO ORDER:**

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

**ADOPTION OF AGENDA:**

**Motion 894/16**

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

Additions:

12.8 Water well meter quotes

12.9 Crack sealing quotes

12.10 Approval of revised Flagstaff Intermunicipal Partnership 2016 requisition

12.11 Elevator access road

**CARRIED**

**MINUTES:**

**Motion 895/16**

Moved by Councillor Steil that Heisler Village Council adopt the March 22, 2016 regular council meeting minutes as presented.

**CARRIED**

**DELEGATIONS:** NONE

**PUBLIC HEARING:** NONE

**BYLAWS:**

**Bylaw #495-16 Tax Rate 2016**

**Motion 896/16**

Moved by Councillor Steil that Heisler Village Council give **first** reading to bylaw #495-16, the Tax Rate bylaw for the 2016 tax year.

**CARRIED**

**Motion 897/16**

Moved by Mayor Tetz that Heisler Village Council give **second** reading to bylaw #495-16, the Tax Rate bylaw for the 2016 tax year

**CARRIED**

**Motion 898/16**

Moved by Councillor Steil that Heisler Village Council proceeds to **third and final** reading of bylaw #495-16, the Tax Rate bylaw for the 2016 tax year.

**CARRIED**

**Motion 899/16**

Moved by Mayor Tetz that Heisler Village Council by **unanimous consent** gives third and final reading to bylaw #495-16, the Tax Rate bylaw for the 2016 tax year.

**CARRIED UNANIMOUSLY**

**POLICIES:**

**Policy on Policy Making #1000**

**Policy and Procedure Numbering #1001**

**Policy Standards #1002**

**Travel, Subsistence and Honorariums Policy #1003**

**Donation Policy #1004**

**Fire Safety & Maintenance Program Policy #2300**

**Motion 900/16**

Moved by Mayor Tetz that Heisler Village Council approve revised policies #1000 Policy on Policy Making, #1001 Policy and Procedure Numbering, #1002 Policy Standards, #1003 Travel, Subsistence and Honorariums Policy, #1004 Donation Policy, and #2300 Fire Safety & Maintenance Program Policy.

**CARRIED**

**OLD BUSINESS:**

**Flagstaff Intermunicipal Partnership (FIP)- Regional Governance Project – Correspondence**

- a) Flagstaff Regional Partnership Committee – March 14/16 Special meeting minutes
- b) Town of Killam – Re: Request for Proposal – Project Manager for Regional Governance Study
- c) Town of Daysland – Re: Request for Proposal – Project Manager for Regional Governance Study
- d) Alberta Municipal Affairs – Letter to Town of Killam re: Approval of Alberta Community Partnership Program grant
- e) Flagstaff Intermunicipal Partnership – Press Release “Collaboration Efforts Move Forward as Grant Funding Secured”
- f) Flagstaff Intermunicipal Partnership – April 11/16 Special meeting minutes

**Motion 901/16**

Moved by Mayor Tetz that Heisler Village Council accept the Flagstaff Intermunicipal

Partnership, Regional Governance Project correspondence as information and instruct the CAO to include the titles of the letters or memos in the meeting minutes.

**CARRIED**

**NEW BUSINESS:**

**Flagstaff Victims Services – Request for Support**

**Motion 902/16**

Moved by Councillor Steil that Heisler Village Council approve the support request and instructs the CAO to draft a letter of support for Flagstaff Victims Services, to be submitted with their funding application.

**CARRIED**

**Recycle Bins – Potential Location Change**

**Motion 903/16**

Moved by Mayor Tetz that Heisler Village Council approve the movement of all of the Heisler recycle bins, including a new compost bin, to the Flagstaff County grader shed property; which is located at Strom Street and Aberhart Avenue. Council instructs the CAO to contact Flagstaff Waste to inform them of council's approval of moving the bins and installing a compost bin, and instructs the CAO to draft a letter to Flagstaff County to thank them for offering the use of their property, and offering to place additional gravel at the site to accommodate our recycle bins.

**CARRIED**

**Killam Recreation Board – Request for Funding**

**Motion 904/16**

Moved by Councillor Steil that Heisler Village Council instruct the CAO to draft a letter to the Killam Recreation Board to explain that Heisler council realizes the value of the aquatic centre in the Flagstaff region however, council does not donate to organizations requesting financial support, as per Donation Policy #1004.

**CARRIED**

**COUNCILLOR REPORTS:**

Mayor Tetz's written report- None

Mayor Tetz's verbal report- Flagstaff Family & Community Services meeting – April 13/16

Deputy Mayor Bernard's written report- None

Deputy Mayor Bernard's verbal report- None

Councillor Steil's written report- None

Councillor Steil's verbal report- Flagstaff Intermunicipal Partnership – April 11/16 meeting, Heisler Celebration Committee – April 12/16 meeting

Public Works Operating Report –March 16 – April 13/16

Bylaw Enforcement Report – February and March 2016

Director of Emergency Management written report – None

**Motion 905/16**

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

**CARRIED**

**CAO REPORT AND ACTION LIST:**

**Motion 906/16**

Moved by Councillor Steil that Heisler Village Council accept the CAO action list and written report from the March 22, 2016 regular council meeting as presented.

**CARRIED**

**FINANCIAL:**

**Cheque Register**

**Motion 907/16**

Moved by Councillor Steil that Heisler Village Council accept the cheque register #2994-#3010 for March 16-31, 2016 in the amount of **\$15,125.88** as presented.

**CARRIED**

**Cheque Register**

**Motion 908/16**

Moved by Mayor Tetz that Heisler Village Council accept the cheque register #3011-#3023 for April 1-15, 2016 in the amount of **\$10,067.63** as presented.

**CARRIED**

**Petty Cash Expenses**

**Motion 909/16**

Moved by Councillor Steil that Heisler Village Council instruct the CAO to pay the petty cash expenses for April, 2016 in the amount of **\$25.15**.

**CARRIED**

**March 2016 Financial Statement**

**Motion 910/16**

Moved by Mayor Tetz that Heisler Village Council accept the balance shown on the March 2016 Financial Statement as presented.

**CARRIED**

**CAO Training Expenses**

**Motion 911/16**

Moved by Councillor Steil that Heisler Village Council approve Amanda Howell's training expense of 19 hours at regular pay minus deductions for hours worked on university course material on her own time between January 11 and April 8, 2016.

**CARRIED**

**Tender for 2016 Ball Diamond Maintenance**

**Motion 912/16**

Moved by Mayor Tetz that Heisler Village Council accepts the tender submitted by Sheldon Steil for **\$850.00** for floating the ball diamonds during the 2016 season from April 15-August 15, 2016.

**CARRIED**

**Adoption of Revised 2016 Operating Budget**

**Motion 913/16**

Moved by Mayor Tetz that Heisler Village Council adopts the revised 2016 Village of Heisler Operating budget as presented.

**CARRIED**

**Quotes for Water Well Monitoring Meter**

**Motion 914/16**

Moved by Mayor Tetz that Heisler Village Council accept the quote of **\$853.00** plus GST for a water well- water level meter (Solinst Depth Sounder/100M, P2, Model 101), from Oak Environmental Inc.

**CARRIED**

**Quotes for Crack Sealing Main Street & Walking Paths**

**Motion 915/16**

Moved by Councillor Steil that Heisler Village Council accepts the quote of **\$2.11**/lineal metre for cold-pour crack sealing the walking paths and **\$3.75**/lineal metre for hot-pour crack sealing Main Street from Carillion (approx.. 2260 metres total).

**CARRIED**

**Revised Flagstaff Intermunicipal Partnership Committee 2016 Requisition**

**Motion 916/16**

Moved by Mayor Tetz that Heisler Village Council approve the revised Flagstaff Intermunicipal Partnership 2016 requisition. Heisler's requisition totals **\$661.86**.

**CARRIED**

**CORRESPONDENCE:**

- 13.1 Town of Killam – Subdivision & Development Appeal Board Members
- 13.2 Town of Daysland – Subdivision and Development Appeal Board
- 13.3 Alberta Municipal Affairs – Ongoing Safety Codes Exemption for Specified Residences under the Persons with Developmental Disabilities (PDD) Program
- 13.4 Flagstaff's Initiative to Relationship & Spousal Trauma – February 1/16 – Board Minutes
- 13.5 Alberta Historical Resources Foundation – Heritage Awards 2016
- 13.6 Alberta Urban Municipalities Association – Local Advocacy on the Province's Decision to Eliminate Grants in Lieu of Taxes for Social Housing
- 13.7 Alberta Seniors in Housing – Federal, Provincial and Territorial Ministers Responsible for Seniors *Planning to Age in Place*
- 13.8 Flagstaff County – 2016 Country Roots Tour
- 13.9 Flagstaff County – Rural Physicians Action Plan Programs and Services Input
- 13.10 Town of Killam – Rural Physicians Action Plan Programs and Services Input

- 13.11 Constituency Office of Wes Taylor, MLA – Letter in Support of Alberta Rural Physicians Action Plan (RPAP)
- 13.12 Alberta Chapter of American Public Works Association – National Public Works Week
- 13.13 Alberta Urban Municipalities Association – AUMA encouraged by Federal Budget investment into infrastructure
- 13.14 Workers Compensation Board – April 28 National Day of Mourning
- 13.15 Farm Safety Centre – Sustainable Farm Families Alberta
- 13.16 Village of Heisler – Letter to Alberta Government, Loss of Coal in our Region
- 13.17 Village of Forestburg – Letter to Flagstaff County re: Fire Services Agreement & Draft Fire Services Agreement
- 13.18 Alberta Municipal Affairs – 2014 Capital Statement of Funding and Expenditures
- 13.19 Alberta Deputy Premier, Minister of Health – Letter to Wes Taylor, MLA, Battle River-Wainwright re: Alberta Rural Physician Action Plan (RPAP)
- 13.20 Alberta Environment and Sustainable Resources – 2016 Heisler Waterworks Inspection Report and follow-up information
- 13.21 Flagstaff Intermunicipal Partnership Committee – February 8/16 meeting minutes
- 13.22 Flagstaff Regional Solid Waste Management Association – March 21/16 meeting minutes

**Motion 917/16**

Moved by Mayor Tetz that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.22 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

**CARRIED**

**IN CAMERA**

**Motion 918/16**

Moved by Mayor Tetz to go In Camera to discuss a land item at 8:25 p.m.

**CARRIED**

**OUT OF CAMERA**

**Motion 919/16**

Moved by Mayor Tetz to go Out of Camera at 8:45 p.m.

**CARRIED**

**Land Item – 2016 Tax Sale Auction Date**

**Motion 920/16**

Moved by Councillor Steil that Heisler Village Council set the date of the Tax Sale Auction for **August 3, 2016** for the sale of the property stated on the 2015 Tax Notification Arrears List, Short Legal 4;16;42;34;NW. Terms of the sale will be CASH or CERTIFIED CHEQUE, as is, where is. Council sets the reserve bid at **\$11,180**. The CAO will advertise the Tax Sale Auction in the Alberta Gazette and the Community Press for the amount of time required by the

Municipal Government Act and will send a copy of the advertisement that appeared in the Gazette to the property owner of the said lands, and any other interested parties, if applicable, to inform them of the Tax Sale Auction date.

**CARRIED**

**DATE OF NEXT REGULAR COUNCIL MEETING:**

May 5, 2016 at 7:00 p.m.

**ADJOURNMENT:**

As all items on the agenda were discussed, Mayor Tetz adjourned the meeting at 8:55 p.m.

X

Kel Tetz  
Mayor

X

Amanda Howell  
CAO

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