

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
AUGUST 16th, 2011 @ 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, August 16, 2011 @ 7:00 P.M.

<b>PRESENT:</b>	Sean Maciborski	Mayor
	Kel Tetz	Councillor
	Paul Gauthier	Administration Assistant
	Brenda Loesch	Chief Administrative Officer

<b>ABSENT:</b>	Dennis Steil	Deputy Mayor (Regards)
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**CALL TO ORDER:**

Mayor Maciborski called the meeting to order at 7:02 P.M. absent

**ADOPTION OF AGENDA:**

**Motion 239/11**

Moved by Councillor Tetz to adopt the agenda with the following additions:

**Under Bylaws:**

6.1 Replace Bylaw 455-11 with Bylaw 460-11

**Under New Business:**

9.12 Roll 53 and Roll 232 Unsightly Properties

**CARRIED**

**MINUTES:**

**Motion 240/11**

Moved by Mayor Maciborski that Heisler Council approve the July 5th, 2011 regular council meeting minutes as presented.

**CARRIED**

**Motion 241/11**

Moved by Councillor Tetz that Heisler Council approve the August 8th, 2011 special council meeting minutes as presented.

**CARRIED**

### **DELEGATIONS**

Council welcomed Lesley Heck who works equally between the County of Flagstaff and as the Flagstaff Intermunicipal Partnership (FIP) Coordinator to the meeting at 7:05 pm. Lesley spoke about the history of FIP and discussed its formation and the organizations goals and accomplishments. FIP wishes to develop cost sharing ventures that encourage vision and support autonomy for the communities of Flagstaff County. Lesley discussed some of the top priorities of FIP and its future plans, including the regional assessment board and the water consortium. She discussed the various grants that FIP has successfully received totaling \$2.8 million since 2003. Leslie left the meeting at 7:35pm.

#### **Motion 242/11**

Moved by Mayor Maciborski that the Heisler Village Council accepts the delegation of Lesley Heck (FIP Coordinator) for informational purposes.

**CARRIED**

Council welcomed Kim Cannady who is employed by Flagstaff County as the Regional Emergency Services Coordinator. He attended the meeting to discuss the Fire Survey distributed to Council previously and the possibility of the Village of Heisler purchasing a stubble truck. He explained Heisler newest pump truck is approaching 20years of age and that a truck of that age may drop our safety rating from being a semi-protected village to a unprotected village which may influence insurance rates up to 40%. Kim explained that if we want to ensure that the Village of Heisler remains at its current level of protection the Village needs a minimum of 15 trained volunteers, up to date equipment and fire truck with less than 20 year of use. Flagstaff County is in discussion about the possibility of leasing a brush truck to the Village of Heisler if the village does not want to go into a joint venture with the County. The County of Flagstaff is also looking at options in housing large water tankers and that Heisler may be an option for this type of infrastructure. After much discussion Kim told council there is some questions he still needs to explore and that he will keeps us updated on future County plans as well as the exact repercussions of having a fire truck over the age of 20 years old.

#### **Motion 243/11**

Moved by Mayor Maciborski that the Heisler Village Council accepts the delegation of Kim Cannady the Flagstaff County Regional Emergency Services Coordinator, for informational

purposes.

**CARRIED**

**BYLAWS**

**Bylaw 460-11 The Traffic Bylaw**

**Motion 244/11**

Moved by Mayor Maciborski that the Heisler Village Council to table Bylaw 460-11, the Traffic Bylaw, until the next Regular Council Meeting.

**CARRIED**

**Bylaw 458/11 The Water Sewer and Waste Bylaw**

**Motion 245/11**

Moved by Councilor Tetz that the Heisler Village Council to table Bylaw 458-11, the Water sewer and Waste Bylaw, until the next Regular Council Meeting.

**CARRIED**

**POLICIES**

**Policy 1212 Purchase of Lots from Rate Payers Policy**

**Motion 246/11**

Moved by Mayor Maciborski that the Heisler Village council approve Policy 1212 the Purchase of Lots from Rate Payers Policy

**CARRIED**

**Policy 1501 Unbudgeted Expense Policy**

**Motion 247/11**

Moved by Councillor Tetz that the Heisler Village Council approve Policy 1501 the Unbudgeted Expense Policy with the follow revision under section 6.4

***If the proposed unbudgeted expenditure is defined as a emergency as determined through a special meeting called by the Mayor or designate, the Heisler Village council may approve the expenditure***

**CARRIED**

**OLD BUSINESS:**

**Enforcement of Bylaw 455/11**

**Motion 248/11**

Moved by Councillor Tetz that the Heisler Village Council table the idea to make the Bylaw Enforcer aware of Bylaw 455-11 the Traffic Bylaw

**CARRIED**

### **NEW BUSINESS**

#### **Rate Payer Complaint Form #1**

##### **Motion 249/11**

Moved by Mayor Maciborski that the Heisler Village council write a letter to the company in violation of the noise bylaw and include a copy of the noise bylaw, advise the Bylaw Officer of this recent noise violation on July 31st and write a letter to the rate payer who expressed concern explain the action the Village has taken

**CARRIED**

#### **Rate Payer Complaint Form #2**

##### **Motion 250/11**

Moved by Councillor Tetz that the Administration Department include a section in the next Heisler news letter asking the rate payers if they like on one municipal sign over another or if they like both and to send a letter to the ratepayer who advised council about their concern.

**CARRIED**

#### **Approval to Order Stop Sign**

##### **Motion 251/11**

Moved by Councillor Tetz to instruct the Administration Department to purchase a new stop sign and have the Public Works Department install the sign.

**CARRIED**

#### **AUMA Convention and AMSC Tradeshow**

Council discussed the convention but due to other obligations Council is not able to attend.

#### **Flagstaff FCS Community Resource Officer Project**

##### **Motion 252/11**

Moved by Mayor Maciborski that we table the Flagstaff FCS Community Resource Officer Project discussion until next council meeting and schedule a delegation of that organization for the next scheduled council meeting.

**CARRIED**

**Flagstaff Intermunicipal Partnership (FIP) Letter****Motion 253/11**

Moved by Mayor Maciborski that the Administration Department write a letter acknowledging FIP's request and thanking them for their presentation and we will give them a response to their inquiry after the September FIP meeting. The Heisler Village Council also voids the current unsent letter to FIP.

**CARRIED**

**Regional Recreation Plan Letter****Motion 254/11**

Moved by Mayor Maciborski that the Heisler Village Council approve the letter the Administration Department wrote and send the letter to Flagstaff County.

**CARRIED**

**Correction Line Road Repairs****Motion 255/11**

Moved by Mayor Maciborski that the Heisler Village Council accept the Road Repairs quote from Sunderman trucking for **4 hours of grader work at \$50 an hour and 75 yards of gravel at \$26 a yard** totaling **\$2150.00** and that the Administration Department contact Flagstaff County and inform them that repairs need to be made on their side of the road and that the Village of Heisler is undertaking there repairs.

**CARRIED**

**Change of Office Hours****Motion 256/11**

Moved by Mayor Maciborski that the Heisler Village Council allows the Village Office to be closed during the dates of September 6<sup>th</sup> and 7<sup>th</sup> and September 20<sup>th</sup> and 21<sup>st</sup> and that the office will be open September 13<sup>th</sup> and 14<sup>th</sup> from 8:30am to 12:00pm. The Administration Department will post signs on the door and instruct the general public through the newsletter of these changes.

**CARRIED**

**Water Meters Quote****Motion 257/11**

Moved by Mayor Maciborski that the Heisler Village council table the decision of water meters companies until the regular September council meeting and have the Administration Department enquire about installation costs of water meters, how often they need to be rebuilt and check with the provincial government how often a water meter must be recalibrated.

**CARRIED****Painting of Fire Hydrants****Motion 258/11**

Moved by Councillor Tetz that the Heisler Village Council to obtain two quotes for painting fire hydrants, one for the standard yellow, and the other for personified fire hydrants and include these two quotes at the 2012 budget meeting.

**CARRIED****Unightly Properties (Roll 53 and Roll 232)****Motion 259/11**

Moved by Mayor Maciborski to instruct the Administration Department to write two orders, one to Roll 53 and another to Roll 232 that they have contravened the Unightly Premises Bylaw. The order will inform the roll number that under section 545 of the Municipal Government Act the municipality will take action if the contravention is not reminded within 14 days. The order will also mention that under 547(a) the rate payer may approach the Heisler Village Council in order to appeal the order. Included in this order will be the information that the Municipality has the right to remedy the situation and charge the ratepayer. This document must be signed by the Chief Administration Officer.

**CARRIED****REPORTS:**

**Mayor Maciborski**                      No reports

**Deputy Mayor Steil**                      No reports

**Councillor Tetz**                              No reports

**Public Works**                              July, 2011 Monthly Report

**Bylaw Officer**                              Heisler 2011 July Report

**CAO**    Municipal Administration July 5<sup>th</sup> to August 16<sup>th</sup> Report  
Municipal Action List

**Motion 260/11**

Moved by Mayor Maciborski to accept the written reports as presented.

**CARRIED****FINANCE:****Motion 261/11**

Moved by Councillor Tetz that Heisler Village Council accept the cheque register #771 - #826 in the amount of **\$38,998.22**.

**CARRIED****Motion 262/11**

Moved by Mayor Maciborski that Heisler Village council accept the Village of Heisler financial statement for the period ending June 31, 2011.

**CARRIED****Motion 263/11**

Moved by Mayor Maciborski that Heisler Village Council instruct the Administration Department to reimburse the previous owner of Roll #230 in the amount of **\$41.87**.

**CARRIED****Motion 264/11**

Moved by Councillor Tetz that the Heisler Village Council instructs the Administration Department to reimburse the Administration Assistant the amount of **\$20.00** for 40 kilometers at \$0.50 a kilometer.

**CARRIED****Motion 265/11**

Moved by Mayor Maciborski that the Heisler Village Council instruct the Administration Department to reimburse the Chief Administration Officer in the amount of **\$73.45** for the purchase of a 500GB external hard drive.

**CARRIED****Motion 266/11**

Moved by Councillor Tetz to pay the petty cash expenses for in the amount of **\$58.74**.

**CARRIED****CORRESPONDENCE:**

- 1.1 Statement of deposit for the Federal Gas Tax Fund and the Basic Municipal Transportation Grant – June28/11

- 1.2 Acceptance of the New Municipal Park Project from Municipal Affairs – June 12/11
- 1.3 Minutes - Emergency Services Committee Meeting – July 13<sup>th</sup>/11
- 1.4 TransAlta RE: Your New Energy Provider – July 7<sup>th</sup>/11
- 1.5 Minutes – Flagstaff ECD Coalition Meeting – July 6<sup>th</sup> /11
- 1.6 Alberta Municipal Health and Safety Association August 2011 Newsletter August 4<sup>th</sup>/11
- 1.7 Parkland Regional Library 2010 Annual Report – July 6<sup>th</sup> /11

**Motion 267/11**

Moved by Mayor Maciborski to accept the correspondence for information to council.

**CARRIED**

**Confidential Items**

**Motion 268/11**

Moved by Mayor Maciborski to go into camera at 10:00pm.

**CARRIED**

**Motion 269/11**

Moved by Mayor Maciborski to come out of camera at 10:10pm.

**CARRIED**

**DATE OF NEXT MEETING:**

The next regular meeting of the Village of Heisler council will be held on **September 27<sup>th</sup>, 2011 at 7:00 P.M.**

The next special meeting of the Village of Heisler council will be held on **August 23<sup>rd</sup> 2011 at 7:00 PM** to discuss a two year capital plan.

**ADJOURNEMNT:**

As all the items on the agenda were addressed, Mayor Maciborski adjourned the meeting at 10:15 P.M.

**X**

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Mayor Maciborski  
Mayor

**X**

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Paul Gauthier  
Assistant CAO





