

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
AUGUST 13, 2018 @ 7:00 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 Monday August 13, 2018 @ 7:00 p.m.

PRESENT:

Bonita Wood	Mayor
Brandon Martz	Deputy Mayor
Jon Williams	Councillor
Amanda Howell	Chief Administrative Officer

CALL TO ORDER:

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

ADOPTION OF AGENDA:

Motion 560/18

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

9.3- Intermunicipal Development Plan (IDP)/Intermunicipal Collaboration Frameworks (ICF)

Councillor Appointment

14.2- CAO Appointment

CARRIED

MINUTES:

Motion 561/18

Moved by Mayor Wood that Heisler Council adopt the July 17, 2018 regular council meeting minutes as presented.

CARRIED

DELEGATIONS:

Brian Austrom of Vicinia Planning & Engagement @ 7:05 p.m.

Council welcomed Brian to the meeting at 7:05 p.m. He attended the meeting to provide council information about the progress of the municipal development plan (MDP) development and information about the intermunicipal plan and the intermunicipal collaboration framework that Heisler is required to do with Flagstaff County. He provided information about the contents of the documents and the open house requirements. Council thanked him for attending the meeting; he left at 7:30 p.m.

Motion 562/18

Moved by Councillor Williams that Heisler Council accept the delegation of Brian Austrom for information.

CARRIED

PUBLIC HEARING: NONE

BYLAWS: NONE

POLICIES:

Policy Standards #1002

Motion 563/18

Moved by Deputy Mayor Martz that Heisler Council accept the Policy Standards Policy #1002 as information, subsequent to review of the policy as per motion 457/18.

CARRIED

NEW BUSINESS:

Flagstaff Family & Community Services – Request for Support-Health Canada Grant

Motion 564/18

Moved by Mayor Wood that Heisler Council approve the support request from Flagstaff Family & Community Services for the substance abuse and addictions program grant application to Health Canada.

CARRIED

Flagstaff Regional Emergency Services Committee (RESC) – Recommendation to Extend Current Fire Services and Regional Fire Chief Services Agreements

Motion 565/18

Moved by Deputy Mayor Martz that Heisler Council approve the July 18, 2018 recommendation from the Regional Emergency Services Committee (RESC) to extend the current Fire Services and Regional Fire Chief Services Agreements until December 31, 2019 to provide the committee and the subject matter consultant time to complete the development of the Business Plan for the creation of a regional emergency services society.

CARRIED

Intermunicipal Development Plan (IDP)/Intermunicipal Collaboration Frameworks (ICF) Councillor Appointment

Motion 566/18

Moved by Mayor Wood that Heisler Council table the appointment of a councillor to the group that will be working on completing the IDP and ICF until the September council meeting.

CARRIED

COUNCILLOR REPORTS:

Mayor Wood's written report – None

Mayor Wood's verbal report – None

Deputy Mayor Martz's written report – None

Deputy Mayor Martz's verbal report – None

Councillor Williams' written report – None

Councillor Williams' verbal report – None

Public Works written operating report – July 11-July 31/18

Bylaw Enforcement written report – None

Director of Emergency Management written report – None

Motion 567/18

Moved by Deputy Mayor Martz that Heisler Council accept the Public Works report as presented.

CARRIED

CAO REPORT AND ACTION LIST:

Motion 568/18

Moved by Deputy Mayor Martz that Heisler Council accept the Action List and CAO written report from the July 17, 2018 regular council meeting as information.

CARRIED

FINANCIAL:

July Financial Statement

Motion 569/18

Moved by Councillor Williams that Heisler Council accept the balance shown on the July 2018 Financial Statement as presented.

CARRIED

Deputy Mayor, Brandon Martz Meeting & Travel Expenses

Motion 570/18

Moved by Councillor Williams that Heisler Council instruct the CAO to pay Deputy Mayor, Brandon Martz's meeting & travel expenses for April 18-July 18, 2018 in the amount of **\$1,130.00.**

CARRIED

Councillor, Jon Williams Meeting & Travel Expenses

Motion 571/18

Moved by Mayor Wood that Heisler Council instruct the CAO to pay Councillor, Jon Williams' meeting & travel expenses for May 7-July 17, 2018 in the amount of **\$833.00.**

CARRIED

Select Engineering Consultants Ltd. – Proposed Sanitary Sewer Replacements

Motion 572/18

Moved by Councillor Williams that Heisler Council accept the July 31, 2018 letter from Select Engineering Consultants Ltd. and approve the cost estimates as provided by Forestburg Transit Mix in the amount of **\$108,000** for sanitary sewer line replacements at manholes 21 to 22 and 22 to 23, and into the alley between Reid and Brownlee Streets. Further, that Council approve up to **\$193,000** in Municipal Sustainability Capital grant funds, as applied for, for completion of project plan #4 and a portion of #5.

CARRIED

2018 Operating Budget Report - To-date

Motion 573/18

Moved by Deputy Mayor Martz that Heisler Council accept the 2018 Operating Budget Report for information.

CARRIED

Non-Residential Development Incentive – Tax Cancellation Application & Agreement

Motion 574/18

Moved by Deputy Mayor Martz that Heisler Council approve the 2018 tax cancellation application from Patricia Schulte and Noreen Steil for lot 5, block 2, plan 1810 B.Q. in the amount of **\$800.00** as the development meets the requirements set forth in the Non-Residential Development Incentive Policy #1214.

CARRIED

CORRESPONDENCE:

Motion 575/18

Moved by Deputy Mayor Martz that Heisler Council accept the Correspondence item numbers 13.1 to 13.21 as information and instruct the CAO to include the titles of the letters or memos in the Council meeting minutes.

- 13.1 Cheque Register - July 16-31, 2018
- 13.2 Flagstaff County – Peace Officer Quarterly Report – Quarter Two
- 13.3 Alberta Municipal Affairs – 2017 Conditional Operating Funding Statement of Funding and Expenditures (SFE)
- 13.4 Philip Byrden, Q.C., Deputy Minister of Justice and Deputy Solicitor General – Update to Stakeholders on the Legalization of Cannabis
- 13.5 Alberta Culture and Tourism – The Stars of Alberta Volunteer Awards
- 13.6 Alberta Recycling Management Authority – Electronics, Paint, Tire Recycling Programs’ 2017 Progress Reports
- 13.7 Village of Forestburg – Subdivision & Development Appeal Board Appointment
- 13.8 Village of Forestburg – Assessment Review Board Appointment
- 13.9 Town of Killam – Flagstaff Regional ARB & SDAB Agreements
- 13.10 Town of Hardisty – Subdivision & Development Appeal Boards Member Appointments
- 13.11 Town of Hardisty – Intermunicipal Assessment Review Board Member Appointments
- 13.12 Village of Alliance – Flagstaff Regional SDAB & ARB Agreements
- 13.13 Village of Lougheed – Flagstaff Regional SDAB & ARB Agreements
- 13.14 Village of Alliance – Communications and Public Engagement Consultant
- 13.15 Village of Lougheed – Communications and Public Engagement Consultant
- 13.16 Village of Forestburg – Funding Request for Regional Governance Project
- 13.17 Town of Killam – QBS – Communications and Public Engagement Consultant
- 13.18 Alberta Municipal Affairs – Creation of Intermunicipal Collaboration Frameworks, Intermunicipal Development Plans
- 13.19 BREOC – Transition Centre and Staffing Working Group

- 13.20 Land Stewardship Centre – 2017-2018 Annual Report Card
- 13.21 RCMP – Trent Cleveland – First Quarter Updates

CARRIED

In Camera

Motion 576/18

Moved by Mayor Wood to go In Camera at 8:39 p.m.

CARRIED

Out of Camera

Motion 577/18

Moved by Mayor Wood to go Out of Camera at 9:01 p.m.

CARRIED

CAO Appointment

Motion 578/18

Moved by Deputy Mayor Martz that Heisler Council appoint Heidi Rohe to the position of Interim CAO for a term of 6 months to commence as soon as possible.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

September 25, 2018 @ 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 9:20 p.m.

X

Bonita Wood
Mayor

X

Heidi Rohe
Interim CAO