

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
AUGUST 28, 2014 @ 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 August 28, 2014 @ 7:00p.m.

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

**CALL TO ORDER:**

Mayor Steil called the meeting to order at 7:02 p.m.

**ADOPTION OF AGENDA:**

**Motion 419/14**

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

**Additions:**

8.2- Sale of 1991 fire truck

8.3- Paving of south-west side of Lougheed Ave.

9.4- Letter of support request – Flagstaff Victims Services

**CARRIED**

**MINUTES:**

**Motion 420/14**

Moved by Deputy Mayor Tetz that Heisler Village Council adopt the July 8, 2014 Regular Council meeting minutes as presented.

**CARRIED**

**PUBLIC HEARING:** NONE

**DELEGATIONS:**

**Butch Robertson – Robertson’s Oilfield Trucking**

Mr. Robertson did not attend the meeting for his delegation time.

**Stacey Strilchuk – Executive Director of the Camrose Primary Care Network**

Council welcomed Stacey to the meeting at 7:10 p.m. Stacey attended the council meeting to introduce herself to community stakeholders and to provide council with information about the Primary Care Network, the work they are doing and what they would like to accomplish in our area in the future. Council thanked Stacey for her presentation and she left the meeting at 7:40 p.m.

**Motion 421/14**

Moved by Mayor Steil that Heisler Village Council accept the delegation of Stacey Strilchuk as information.

**CARRIED**

**BYLAWS:**

**Fees and Charges Bylaw #484-14: Discussion**

**Motion 422/14**

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to amend the payable fees for Freedom of Information and Protection of Privacy requests to reflect “Schedule 2” of the FOIP Act as recommended by the Privacy Commissioners Office and present it to council at the September meeting.

**CARRIED**

**POLICIES:**

**Service Agreement Policy #1208**

**Motion 423/14**

Moved by Mayor Steil that Heisler Village Council approve the revisions to Policy #1208, the Service Agreement Policy.

**CARRIED**

**OLD BUSINESS:**

**Flagstaff Intermunicipal Partnership Committee – Protocol for Regional Cooperation and Regional Cooperation Report**

**Motion 424/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept the recommendation from the Flagstaff Intermunicipal Partnership Committee to adopt the Protocol for Regional Cooperation as presented.

**CARRIED**

**Sale of the 1991 fire truck**

**Motion 425/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept agenda item 8.2, the sale of the 1991 fire truck as information.

**CARRIED**

**Paving the south-west side of Lougheed Avenue**

**Motion 426/14**

Moved by Mayor Steil that Heisler Village Council accept agenda item 8.3, paving the south-west side of Lougheed Avenue as information.

**NEW BUSINESS:**

**Regional Governance Study: Flagstaff Intermunicipal Partnership Committee – Regional Cooperation Work Plan item**

**Motion 427/14**

Moved by Mayor Steil that Heisler Village Council support the Flagstaff Intermunicipal Partnership Committee's Work Plan item – Regional Governance Study. The CAO will draft a letter to inform the committee of Heisler's support of the Study.

**CARRIED**

**Quality Management Plan – Safety Codes Council**

**Motion 428/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept agenda item 9.2, Quality Management Plan – Safety Codes Council as information.

**CARRIED**

**ATCO Electric- Distribution Revenue Forecast for 2015 Franchise Fee**

**Motion 429/14**

Moved by Mayor Steil that Heisler Village Council maintain the ATCO Electric- Distribution Revenue Franchise Fee at 7% for 2015.

**CARRIED**

**Letter of Support Request – Flagstaff Victim Services**

**Motion 430/14**

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to draft a letter of support to Flagstaff Victim Services for their Victims of Crime Fund Grant application.

**CARRIED**

**COUNCILLOR REPORTS:**

Mayor Steil's written report- None

Mayor Steil's verbal report- None

Deputy Mayor Tetz's written report- None

Deputy Mayor Tetz's verbal report- None

Councillor Bernard's written report- None

Councillor Bernard's verbal report- None

Public Works Operating Report- July/August 2014

Bylaw Enforcement Report – July 2014

**Motion 431/14**

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

**CARRIED**

**CAO REPORT AND ACTION LIST:**

**Motion 432/14**

Moved by Mayor Steil that Heisler Village Council accept the CAO action list and CAO written report from the July 8, 2014 council meetings as information.

**CARRIED**

**FINANCIAL:**

**Cheque Register**

**Motion 433/14**

Moved by Mayor Steil that Heisler Village Council accept the July 1<sup>st</sup> – July 15<sup>th</sup>, 2014 cheque register #2207- #2228 in the amount of **\$18,740.71** as presented.

**CARRIED**

**Cheque Register**

**Motion 434/14**

Moved by Mayor Steil that Heisler Village Council accept the July 16<sup>th</sup> – July 31<sup>st</sup>, 2014 cheque register #2229-#2251 in the amount of **\$75,266.25** as presented.

**CARRIED**

**Cheque Register**

**Motion 435/14**

Moved by Mayor Steil that Heisler Village Council accept the August 1<sup>st</sup> – August 15<sup>th</sup>, 2014 cheque register #2252-#2266 in the amount of **\$6,441.80** as presented.

**CARRIED**

**Petty Cash Expenses**

**Motion 436/14**

Moved by Mayor Steil that Heisler Village Council instruct the CAO to pay the petty cash expenses for July/August, 2014 in the amount of **\$33.10**.

**CARRIED**

**June 2014 Financial Statement.**

**Motion 437/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept the balance shown on the June 2014 Financial Statement as presented.

**CARRIED**

**July 2014 Financial Statement**

**Motion 438/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept the balance shown on the July 2014 Financial Statement as presented.

**CARRIED**

### **Transfer funds to Reserves**

#### **Motion 439/14**

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to transfer the funds remaining in the 2014 budget of **\$4,133.77** for the community hall insurance into General Reserves for future use.

**CARRIED**

### **Amendment to 2014 Operating Budget**

#### **Motion 440/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept the amended 2014 Village of Heisler Operating Budget and instruct the CAO to transfer a revenue surplus of **\$1,012.41** into General Reserves for future use.

**CARRIED**

### **Guaranteed Investment Certificate (G.I.C) – MSI Capital Grant Funds**

#### **Motion 441/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept agenda item 12.9, G.I.C – MSI Capital Grant Funds as information.

**CARRIED**

### **Heisler Playground Signage**

#### **Motion 442/14**

Moved by Mayor Steil that Heisler Village Council accept agenda item 12.10, Heisler Playground Signage as information.

**CARRIED**

### **CORRESPONDENCE:**

- 13.1 ATCO Electric – 2013 Franchise Report
- 13.2 Letter from Alberta Municipal Affairs – Capital Grant Project Acceptance
- 13.3 Information from Alberta Parks & Recreation – Communities Choosewell Program
- 13.4 Summary and Review of Services provided by the Alberta Urban Municipalities Association to Heisler
- 13.5 Letter from Alberta Municipal Affairs – Review of Safety Codes Act
- 13.6 Letter from Alberta Municipal Affairs – Introduction of Alberta Community Partnership Program
- 13.7 Letter from Alberta Municipal Affairs – Capital Grant Project Acceptance
- 13.8 Emergency Services Committee – June 24/14 meeting minutes
- 13.9 Letter from Alberta Culture – Call for Nominations for Stars of Alberta Volunteer Awards
- 13.10 Letter from Alberta Human Services – Family and Community Engagement Councils
- 13.11 Flagstaff Intermunicipal Partnership – July 21/14 meeting minutes

13.12 Alberta Traffic Safety Act – Off-Highway Vehicle Regulations, Rules & Regulations Applying to Small Vehicles and various applicable bylaws

**Motion 443/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.12 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

**CARRIED**

**IN CAMERA:**

**Motion 444/14**

Moved by Mayor Steil that Heisler Village Council move In Camera to discuss personal items at 8:52 p.m.

**CARRIED**

**OUT OF CAMERA:**

**Motion 445/14**

Moved by Mayor Steil that Heisler Village Council move Out of Camera at 9:48 p.m.

**CARRIED**

**Complaint from ratepayer at Lot 24, Block 10, Plan 762-1690**

**Motion 446/14**

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to draft a letter to the ratepayer at lot 24, block 10, plan 762-1690 to reply to their issues and concerns, that they are being dealt with appropriately and that council appreciates input from residents.

**CARRIED**

**Letter to ratepayer at Lot 9, Block 5, Plan 590 B.Y.**

**Motion 447/14**

Moved by Mayor Steil that Heisler Village Council instruct the CAO to draft a letter to the ratepayer at lot 9, block 5, plan 590 B.Y. to inform him that council has quashed his \$75.00 Municipal Bylaw Violation Tag. In addition, Council rescinds the portion of motion #418/14 that states "...the amount owed for his unpaid Municipal Bylaw Violation Tag will be transferred to his tax roll #87..." as the property was cleaned up in a timely manner. Council appreciates his timely response to their concerns.

**CARRIED**

**Request from ratepayer at Lot 6, Block 6, Plan 590 B.Y.**

**Motion 448/14**

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to refund the ratepayer at lot 6, block 6, plan 590 B.Y. the overpayment of their 2014 Village of Heisler property taxes.

**CARRIED**

**DATE OF NEXT REGULAR COUNCIL MEETING:**

September 22, 2014 at 7:00pm

**ADJOURNMENT:**

As all items on the agenda were discussed, Mayor Steil adjourned the meeting at 10:00 p.m.

X

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Dennis Steil  
Mayor

X

Amanda Howell  
CAO