

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
DECEMBER 11, 2014 @ 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 Thursday December 11, 2014 @ 7:00p.m.

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

CALL TO ORDER:

Mayor Steil called the meeting to order at 7:03 p.m.

ADOPTION OF AGENDA:

Motion 513/14

Moved by Councillor Bernard to adopt the agenda with the following changes.

Additions: 9.5 Flagstaff's Initiative to Relationship & Spousal Trauma funding request
12.16 November 2014 Financial Statement
14.1 Add accounts #157000 and 232000 -transfer utility arrears to tax rolls

CARRIED

MINUTES:

Motion 514/14

Moved by Deputy Mayor Tetz that Heisler Village Council adopt the November 10, 2014 regular council meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATIONS: NONE

BYLAWS:

Fees and Charges Bylaw #487-14

Motion 515/14

Moved by Mayor Steil that Heisler Village Council give **first** reading to bylaw #487-14, the Fees and Charges Bylaw.

CARRIED

Motion 516/14

Moved by Deputy Mayor Tetz that Heisler Village Council give **second** reading to bylaw #487-

14, the Village of Heisler Fees and Charges Bylaw.

CARRIED

Motion 517/14

Moved by Councillor Bernard that Heisler Village Council proceed to **third and final** reading of bylaw #487-14, the Village of Heisler Fees and Charges Bylaw.

CARRIED

Motion 518/14

Moved by Mayor Steil that Heisler Village Council by **unanimous consent** give third and final reading to bylaw #487-14, the Village of Heisler Fees and Charges Bylaw.

CARRIED UNANIMOUSLY

POLICIES: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

Magnetsign Proposal

Motion 519/14

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to draft a letter to Sheldon and Noreen Steil of Magnetsign to inform them that they have permission to put public signs on Village of Heisler owned property unless the village receives complaints and that administration would be happy to advertise their business.

~Mayor Steil abstained from voting on this item as he has a pecuniary interest in the matter.

CARRIED

East Central Review – Advertising Package

Motion 520/14

Moved by Councillor Bernard that Heisler Village Council accept agenda item 9.2, East Central Review – Advertising Package for information.

CARRIED

Proposed Joint Quality Management Plan (QMP) – Safety Code Services Agreement for approval

Motion 521/14

Moved by Mayor Steil that Heisler Village Council approve the proposed five year term –Joint Quality Management Plan (QMP), Safety Code Services Agreement and Fee Schedule as presented.

CARRIED

Village of Heisler – Development Officer

Motion 522/14

Moved by Councillor Bernard that Heisler Village Council release Calvin MacAhonic, Public Works Foreman from the position of the Village of Heisler Development Officer and appoint Amanda Howell, CAO to the position commencing immediately.

CARRIED

Flagstaff's Initiative to Relationship & Spousal Trauma – funding request

Motion 523/14

Moved by Deputy Mayor Tetz that Heisler Village Council accept agenda item 9.6, Flagstaff's Initiative to Relationship & Spousal Trauma, funding request for information.

CARRIED

COUNCILLOR REPORTS:

Mayor Steil's written report- None

Mayor Steil's verbal report- Flagstaff Intermunicipal Partnership Committee – December 1/14 meeting

Deputy Mayor Tetz's written report- None

Deputy Mayor Tetz's verbal report- Heisler Fire Department meeting – December 10/14

Councillor Bernard's written report- None

Councillor Bernard's verbal report- Flagstaff Regional Housing Group- November 25/14 meeting

Public Works Operating Report- November 5-December 8/14

Bylaw Enforcement Report – November/14

Motion 524/14

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

CARRIED

CAO REPORT AND ACTION LIST:

Motion 525/14

Moved by Mayor Steil that Heisler Village Council accept the CAO action list and written report from the November 10, 2014 regular council meetings and November 21, 2014 CAO group meeting notes as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 526/14

Moved by Mayor Steil that Heisler Village Council accept the November 1st – 30th, 2014 cheque register #2357-#2396 in the amount of **\$24,361.27** as presented.

CARRIED

Petty Cash Expenses

Motion 527/14

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to pay the petty cash expenses for November/December, 2014 in the amount of **\$27.15**.

CARRIED

Fire Chief – Joe Martz Expenses

Motion 528/14

Moved by Mayor Steil that Heisler Village Council approve the expenses of Fire Chief, Joe Martz from December, 2013 to December 10, 2014 in the amount of **\$1,920.77**.

CARRIED

Mayor – Dennis Steil Expenses

Motion 529/14

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to pay Mayor, Dennis Steil's expenses from July 8 to December 11, 2014 in the amount of **\$846.50**.

CARRIED

Deputy Mayor – Kel Tetz Expenses

Motion 530/14

Moved by Councillor Bernard that Heisler Village Council instruct the CAO to pay Deputy Mayor, Kel Tetz's expenses from December 11, 2013 to December 11, 2014 in the amount of **\$3,245.00**.

CARRIED

Councillor – Sven Bernard Expenses

Motion 531/14

Moved by Mayor Steil that Heisler Village Council instruct the CAO to pay Councillor, Sven Bernards expenses from November 10 to December 11, 2014 in the amount of **\$240.00**.

CARRIED

CAO – Amanda Howell Travel Expenses

Motion 532/14

Moved by Deputy Mayor Tetz that Heisler Village Council approve the November 21, 2014 travel expense of CAO, Amanda Howell in the amount of **\$83.00**.

CARRIED

CAO – Amanda Howell Training Expenses

Motion 533/14

Moved by Mayor 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 September 8 and December 5, 2014.

CARRIED

Public Works Foreman – Calvin MacAhonic’s Expenses

Motion 534/14

Moved by Mayor Steil that Heisler Village Council approve the October 3 to December 4, 2014 travel expenses of Public Works Foreman, Calvin MacAhonic in the amount of **\$375.75**.

CARRIED

Draft 2015 Village of Heisler Operating & Capital Budget

Motion 535/14

Moved by Councillor Bernard that Heisler Village Council adopt an Interim Operating Budget for 2015.

CARRIED

Renewal of Guaranteed Investment Certificate (G.I.C.)

Motion 536/14

Moved by Councillor Bernard that Heisler Village Council reinvest the G.I.C. in the amount of **\$65,637.20** plus earned interest when it matures on December 20, 2014 at the best rate possible on said date for a cashable G.I.C. for a term of one year.

CARRIED

Heisler Staff – Christmas gift budget approval

Motion 537/14

Moved by Mayor Steil that Heisler Village Council approve the Heisler staff Christmas budget for 2014 in the amount of **\$300.00**.

CARRIED

October 2014 Financial Statement

Motion 538/14

Moved by Mayor Steil that Heisler Village Council accept the balance shown on the October 2014 Bank Statement as presented.

CARRIED

Transfer funds to Deferred Revenue

Motion 539/14

Moved by Deputy Mayor Tetz that Heisler Village Council accept agenda item 12.13, Transfer Funds to Deferred Revenue for information.

CARRIED

Transfer funds to Recreation Reserves

Motion 540/14

Moved by Councillor Bernard that Heisler Village Council instruct the CAO to transfer **\$500.00** into Recreation Reserves for 2015 playground project purchases.

CARRIED

Funding Structure - Regional Governance Study

Motion 541/14

Moved by Mayor Steil that Heisler Village Council instruct the CAO to draft a letter to the Flagstaff Intermunicipal Partnership Committee to inform them that Heisler Council does not approve the *per capita* funding structure as recommended by the committee and that council has no interest and does not approve of the Regional Governance Study.

CARRIED

November 2014 Financial Statement

Motion 542/14

Moved by Mayor Steil that Heisler Village Council accept the balance shown on the November 2014 Bank Statement as presented.

CARRIED

CORRESPONDENCE:

- 13.1 Letter from Alberta Health Services – Ebola Response Planning and Update
- 13.2 Letter from Leon Benoit, M.P. and 2015 Canada Summer Jobs Application Summary
- 13.3 Parkland Regional Library Board – November 6/14 meeting minutes
- 13.4 Generative Conversations Initiative Program Information
- 13.5 Regional Public Works meeting – November 26/14 meeting notes

Motion 543/14

Moved by Deputy Mayor Tetz that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.5 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA

Motion 544/14

Moved by Mayor Steil that Heisler Village Council move In Camera to discuss personal items at 8:08 p.m.

CARRIED

OUT OF CAMERA

Motion 545/14

Moved by Mayor Steil that Heisler Village Council move Out of Camera at 8:55 p.m.

CARRIED

Transfer Utility Receivable Account Arrears to Tax Rolls

Motion 546/14

Moved by Councillor Bernard that Heisler Village Council instruct the CAO to transfer the following utility receivable account arrears as per Bylaw #480-14 and the Municipal Government Act, M-26 to the property tax rolls for the following accounts:

Utility Account #0 - **\$417.34** to tax roll #230

Utility Account #108000 - **\$208.83** to tax roll #108

Utility Account #157000 - **\$444.90** to tax roll #157

Utility Account #232000 - **\$306.79** to tax roll #232

CARRIED

Complaint from ratepayer at Lot 11, Block 3, Plan 1810B.Q.

Motion 547/14

Moved by Mayor Steil that Heisler Village Council instruct the CAO to respond to the ratepayer at Lot 11, Block 3, Plan 1810B.Q. to inform them that their complaint is being dealt with according to Village of Heisler bylaws.

CARRIED

Update on Unsightly Premises

Motion 548/14

Moved by Councillor Bernard that Heisler Village Council instruct the CAO to contact the Bylaw Enforcement Officer, Daryl Reinke to instruct him to give a Municipal Bylaw Violation Tag to the property owner at Lot 16, Block 5, Plan 590BY as no action has been taken to remedy the contravention of the Unsightly Premises Bylaw #443-10 as required.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

January 20, 2015 at 7:00pm

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Steil adjourned the meeting at 9:05 p.m.

X

Dennis Steil
Mayor

X

Amanda Howell
CAO