

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN THE COUNCILCHAMBERS AT THE HEISLER VILLAGE OFFICE  
December 14, 2018 @ 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 December 14, 2018 @ 7:00 p.m.

**PRESENT:**        Bonita Wood            Mayor  
                  Brandon Martz        Deputy Mayor  
                  Jon Williams         Councillor  
                  Heidi Rohe            Interim Chief Administrative Officer

**CALL TO ORDER:**

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

**ADOPTION OF AGENDA:**

**Motion 641/18**

Moved by Deputy Mayor Martz to adopt the agenda with the following addition:

9.6        Snow fence request for resident

**CARRIED**

**MINUTES:**

**Motion 642/18**

Moved by Deputy Mayor Brandon Martz to adopt the November 9, 2018 regular council meeting minutes as corrected with addition of Councillor Williams' verbal report of FRSWMA meeting from October 29, 2018.

**CARRIED**

**DELEGATIONS:** NONE

**PUBLIC HEARING:**

**PRESENT:**        Bonita Wood            Mayor  
                  Brandon Martz        Deputy Mayor  
                  Jon Williams         Councillor  
                  Heidi Rohe            Interim Chief Administrative Officer

Guests:

Brian Austrom        Vicinia Planning and Engagement Inc.

Calvin Bratrud

Jordan McIntyre     Resident

**MOTION 643/18**

Moved by Mayor Wood to recess meeting to open Public Hearing at 7:02p.m.

Bylaw #513-18 - Intermunicipal Development Plan Bylaw  
B. Austrom, Planning Consultant, Vicinia Planning and Engagement Inc.  
reviewed Bylaw #513-18.  
No written submissions were received.  
No verbal submissions were received.

Mayor Wood inquired for speakers 3 times.  
No verbal submissions were received.

Bylaw #515-18 – Land Use Bylaw Amendment  
B. Austrom, Planning Consultant, Vicinia Planning and Engagement Inc.  
reviewed Bylaw #515-18.  
No written submissions were received.  
No verbal submissions were received.

Mayor Wood inquired for speakers 3 times.  
No verbal submissions were received.

Bylaw #516-18 – Municipal Development Plan  
B. Austrom, Planning Consultant, Vicinia Planning and Engagement Inc.  
reviewed Bylaw #516-18.  
No written submissions were received.  
No verbal submissions were received.

Mayor Wood inquired for speakers 3 times.  
No verbal submissions were received.

**Motion 644/18**

Moved by Mayor Wood that Heisler Village Council close the public hearing as there were no attendees with questions or concerns pertaining.

**CARRIED**

**BYLAWS:**

**IDP Village of Heisler Bylaw #513-18 & Flagstaff County Bylaw #16/18**

**Motion 645/18**

Moved by Councilor Williams that Heisler Council gives **second** reading to Bylaw #513-18 the Intermunicipal Development Plan bylaw.

**CARRIED**

**Motion 646/18**

Moved by Mayor Wood that Heisler Council gives **third and final** reading to Bylaw #513-18 The Intermunicipal Development Plan bylaw.

**CARRIED**

**Motion 647/18**

Moved by Mayor Wood that Heisler Council by **unanimous consent** gives third and final reading to Bylaw #513-18 the Intermunicipal Development Plan bylaw.

**CARRIED**

**LUB Amendment #515-18 to Bylaw # 452-11 LUB**

**Motion 648/18**

Moved by Councillor Williams that Heisler Council gives **second** reading to Bylaw #515-18 the amendment to #452-11 the Land Use bylaw.

**CARRIED**

**Motion 649/18**

Moved by Deputy Brandon Martz that Heisler Council gives **third and final** reading to Bylaw #515-18 the amendment to #452-11 the Land Use bylaw.

**CARRIED**

**Motion 650/18**

Moved by Deputy Brandon Martz that Heisler Council by **unanimous consent** third and final reading to Bylaw #515-18 the amendment to #452-11 the Land Use bylaw.

**CARRIED**

**MDP Bylaw # 516-18**

**Motion 651/18**

Moved by Mayor Wood that Heisler Council gives **second** reading to Bylaw #516-18 the Municipal Development Plan bylaw.

**CARRIED**

**MDP Bylaw # 516-18**

**Motion 652/18**

Moved by Mayor Wood that Heisler Council gives **third and final** reading to Bylaw #516-18 the Municipal Development Plan bylaw.

**CARRIED**

**MDP Bylaw # 516-18**

**Motion 653/18**

Moved by Mayor Wood that Heisler Council by **unanimous consent** gives third and final reading to Bylaw #516-18 the Municipal Development Plan bylaw.

**CARRIED**

**POLICIES: NONE**

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

**Interim CAO Muniware 2018 Year-End Webinar**

**Motion 654/18**

Moved by Deputy Mayor Martz to approve Interim CAO Muniware 2018 Year-End Webinar for December 18, 2018 at the amount of \$150.00.

**Interim CAO Training January 2019**

**Motion 655/18**

Moved by Councillor Williams to approve Interim CAO online U of A Training 'Local Government Finance' starting January 7, 2019 at the amount of \$795.00.

**CARRIED**

**Muniware Software Support and License agreement 2019**

**Motion 656/18**

Moved by Deputy Mayor Martz to approve the Muniware Software Support and License Agreement for 2019 at the monthly amount of \$279.22 plus Gst.

**CARRIED**

**FRSWMA –“ If or Doubt” Recycle Bin**

**Motion 657/18**

Moved by Mayor Wood to not approve an extra FRSWMA garbage bin for 'unsure recycle garbage'.

**CARRIED**

**NEPTUNE –Quotation for Maintenances Neptune N Sight Software**

**Motion 658/18**

Moved by Councillor Williams to not approve NEPTUNE –Quotation for Maintenances Neptune N\_Sight Software.

**CARRIED**

**Snow Fence request Resident**

**Motion 659/18**

Moved by Mayor Wood to table request snow fence for resident to January 8, 2019 Council Meeting.

**TABLED/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

Bylaw Enforcement written report –**November 2018**

Director of Emergency Management written report –**November 2018**

Public Works written operating report –**November 6 – December 5, 2018**

**Motion 660/18**

Moved by Councilour Williams that Heisler Council accepts Council's, Bylaw Enforcement, Director of Emergency Management and Public Works reports as presented.

**CARRIED**

**CAO Report and Action List**

**Motion 661/18**

Moved by Councilour Williams that Heisler Council accepts the Action List from the November 9, 2018 regular council meeting and the CAO written report as information.

**CARRIED**

**FINANCIAL:**

**November 2018 Financial Statement**

**Motion 662/18**

Moved by Mayor Wood that Heisler Council accept the balance shown on the November 2018 Financial Statement as presented.

**CARRIED**

**Proposed Interim Operational Budget 2019**

**Motion 663/18**

Moved by Councillor Williams that Heisler Council accepts the proposed interim 2019 operational budget as provided under the condition to explain the purpose of stating the amounts in the Revenues as negative amounts, and to arrange the remaining \$12,000.00 on the Administration Expenses Transfer to General Reserves on 2018 budget will be transferred to General Reserves before December 31, 2018.

**CARRIED**

**Heisler Staff Christmas Gift Budget**

**Motion 664/18**

Moved by Councillor Williams that Heisler Council approves Christmas gifts at the amount of \$100.00 for each of the three employees.

**CARRIED**

**Fire Chief Expenses 2018**

**Motion 665/18**

Moved by Councillor Williams that Heisler Council approves the meeting and travel expenses for Fire Chief Joe Martz for 2018 in the amount of \$1,251.00.

**CARRIED**

**Firemen Meeting Expenses 2018**

**Motion 666/18**

Moved by Mayor Wood that Heisler Council approves the

Firemen meeting expenses for 2018 in the amount of \$970.00.

**CARRIED**

**Firemen Operating Expenses 2018**

**Motion 667/18**

Moved by Councillor Williams that Heisler Council approves the Firemen operating expenses for 2018 in the amount of \$420.00

**CARRIED**

**Fire Chief Honorarium 2018**

**Motion 668/18**

Moved by Councillor Williams that Heisler Council approves the Fire Chief honorarium for 2018 in the amount of \$450.00.

**CARRIED**

**Councillor Jon Williams Meeting & Travel Expenses**

**Motion 669/18**

Moved by Mayor Wood that Heisler Council approves Councillor Williams' meeting & travel expenses for Aug 6 – Dec 14, 2018 at the amount of \$1,263.00.

**CARRIED**

**Mayor Bonita Wood Meeting & Travel Expenses**

**Motion 670/18**

Moved by Deputy Mayor Brandon Martz that Heisler Council approves meeting & travel Expenses for Mayor Bonita Wood for Oct 4 - Dec 14, 2018 at the amount of \$854.00.

**CARRIED**

**Deputy Mayor Brandon Martz Meeting & Travel Expenses**

**Motion 671/18**

Moved by Mayor Wood that Heisler Council approves meeting & travel expenses for Deputy Mayor Martz for Aug 27 - Dec 14, 2018 at the amount of \$662.00.

**CARRIED**

**DEM Jordan McIntyre Meeting & Travel Expenses**

**Motion 672/18**

Moved by Mayor Wood that Heisler Council approves meeting & travel expenses for DEM Jordan McIntyre for November 2018 at the amount of \$174.51.

**CARRIED**

**ATB – Proposal Municipal Pricing Package for Operating Account**

**Motion 673/18**

Moved by Councillor Williams that Heisler Council accepts ATB offer for new pricing arrangement for business account.

**CARRIED**

**Former DEM Shailen Weselak Meeting & Travel Expenses**

**Motion 674/18**

Moved by Deputy Mayor Brandon Martz that Heisler Council approves meeting & travel expenses for former DEM Shailen Weselak for Feb 22 – Sep 13, 2018 at the amount of \$636.00

**CARRIED**

**Former DEM Shailen Weselak 2018 Honorarium**

**Motion 675/18**

Moved by Deputy Mayor Martz that Heisler Council not approves the 2018 Honorarium for former DEM Shailen Weselak.

**CARRIED**

**FFCS 2019 Budget**

**Motion 676/18**

Moved by Mayor Wood that Heisler Council approves the proposed Flagstaff Family & Community Services 2019 budget with the Village of Heisler's requisition of \$1,392.00.

**CARRIED**

**Heisler Library Income-Expense Report 2018**

**Motion 677/18**

Moved by Mayor Wood that Heisler Council accepts the Heisler Library Income & Expense Report 2018 as information.

**CARRIED**

**CORRESPONDENCE:**

**Motion 678/18**

Moved by Mayor Wood that Heisler Council accept the Correspondence item numbers 13.1 to 13.11 as information.

- 13.1 Town of Killam – Approval 2019 Proposed FRSWM Budget
- 13.2 Town of Killam – Concern Letter Regional SCADA/Regional Governance
- 13.3 AB Municipal Affairs – Information Renewal Local Democracy in AB
- 13.4 Village of Lougheed – Approval 2019 Proposed FRSWM Budget
- 13.5 AB Municipal Affairs – Information of City Charters Fiscal Framework Act
- 13.6 Village of Alliance - Approval 2019 Proposed FRSWM Budget
- 13.7 Town of Daysland - Approval 2019 Proposed FRSWM Budget
- 13.8 Town of Sedgewick – SCADA
- 13.9 Town of Sedgewick – Flagstaff Regional Fire Services
- 13.10 Flagstaff County – Comments to Draft Regional Fire Services Report
- 13.11 FRSWMA – Nov 26, 2018 Meeting Minutes

**CARRIED**

**In Camera**

**Motion 679/18**

Moved by Mayor Wood to move Out of Camera at 8:38 p.m.

**CARRIED**

**Out of Camera**

**Motion 680/18**

Moved by Mayor Wood to move Out of Camera at 8:44 p.m.

**CARRIED**

**Date for next regular Council Meeting.**

**January 8, 2019 @ 7:00 p.m.**

**ADJOURNMENT:**

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 8:45p.m.

**X**

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Bonita Wood  
Mayor

**X**

Heidi Rohe  
Interim CAO