

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
DECEMBER 15, 2017 @ 4:00 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 Friday December 15, 2017 @ 4:00 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 4:00 p.m.

ADOPTION OF AGENDA:

Motion 353/17

Moved by Councillor Williams to adopt the agenda as presented.

CARRIED

MINUTES:

Motion 354/17

Moved by Councillor Williams that Heisler Council adopt the November 17, 2017 regular council meeting minutes as presented.

CARRIED

DELEGATIONS:

Noreen Steil & Patricia Schulte at 4:05 p.m.

Council welcomed Noreen Steil and Patricia Schulte to the meeting at 4:05 p.m. Noreen and Patricia attended the meeting to request that the village pay the invoice they received for construction of the utility services, at lots 4&5, block 2, plan 1810 B.Q. They presented a letter that stated that they feel they are not responsible for construction done on village property and asked if the village is willing to pay the invoice. Council thanked Noreen and Patricia for attending the meeting and they left at 4:15 p.m.

Motion 355/17

Moved by Deputy Mayor Martz that Heisler Council accept the delegation of Noreen Steil and Patricia Schulte for information. Council instructs the CAO to present the utility construction invoice #10430 from Forestburg Transit Mix and the Land Sale Agreement for Lots Requiring Development Policy #1211 to Council at the January 2018 council meeting. In addition, Council instructs the CAO to consult with Forestburg Transit Mix for information concerning the village's potential costs with regards to the utility service installation including replacement of the curb stop at Lots 4&5, block 2, plan 1810 B.Q. and to present the information at the January 2018 council meeting.

December 15, 2017

CARRIED

Murray Hampshire, Manager at Flagstaff Regional Solid Waste Management at 4:35 p.m.

Council welcomed Murray to the meeting at 4:15 p.m. Murray attended to meeting to go over the proposed amended Flagstaff Waste 2018 budget with council as council had not approved the budgeted as previously presented due to the unsubstantiated capital purchasing revenues. Murray explained the amendment to the capital budget and provided information regarding the formula that is used to calculate the municipal requisitions. Council thanked Murray for attending the meeting and he left at 4:38 p.m.

Motion 356/17

Moved by Mayor Wood that Heisler Council accept the delegation of Murray Hampshire as information.

CARRIED

PUBLIC HEARING: NONE

BYLAWS: NONE

POLICIES: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

2018 Bylaw Enforcement Contract

Motion 357/17

Moved by Mayor Wood that Heisler Council renew the bylaw enforcement services contract with Daryl Reinke of NIC.212 Services for 2018.

CARRIED

Modernized MGA Requirement s - Municipal Development Plan (MDP), Intermunicipal Development Plan (IDP) & Intermunicipal Collaboration Frameworks (ICF)

Motion 358/17

Moved by Councillor Williams that Heisler Council approve the recommendation from administration to partner with Flagstaff County and the Villages of Alliance and Lougheed and jointly submit an application to the Alberta Community Partnership (ACP) grant program for the creation of the Intermunicipal Collaboration Frameworks, Intermunicipal Development Plans and Municipal Development Plan.

CARRIED

Regional Emergency Services Committee (RESC) Recommendation

Motion 359/17

Moved by Councillor Williams that Heisler Council approve the December 6, 2017 recommendation from the Regional Emergency Services Committee that each municipality approve to apply for an Alberta Community Partnership (ACP) grant for an implementation budget for the Flagstaff Regional Emergency Services Society with the Town of Killam being

the managing partner, and if the grant is not approved, that each municipality approve to fund the \$20,000 implementation budget, with a maximum of \$2,200 per municipality, by January 31, 2018.

CARRIED

COUNCILLOR REPORTS:

Mayor Wood's written report – Flagstaff Family & Community Services – December 13/17

Mayor Wood's verbal report – None

Deputy Mayor Martz's written report – None

Deputy Mayor Martz's verbal report – None

Councillor William's written report – None

Councillor William's verbal report – Regional Emergency Services Committee – December 6/17

Public Works written operating report – November 14 – December 11/17

Bylaw Enforcement written report – November 2017

Director of Emergency Management written report – None

Motion 360/17

Moved by Mayor Wood that Heisler Council accept the Council, Public Works, Bylaw Enforcement and Emergency Management reports as presented.

CARRIED

CAO REPORT AND ACTION LIST:

Motion 361/17

Moved by Deputy Mayor Martz that Heisler Council accept the Action List and CAO written report from the November 17, 2017 regular council meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 362/17

Moved by Mayor Wood that Heisler Council accept the cheque register #20113740-#20113783 for November 1-30, 2017 in the amount of \$162,624.36 as presented.

CARRIED

Acceptance of Petty Cash Expenses

Motion 363/17

Moved by Councillor Williams that Heisler Council instruct the CAO to pay the petty cash expenses for late November and early December 2017 in the amount of \$35.20.

CARRIED

November Financial Statement

Motion 364/17

Moved by Mayor Wood that Heisler Council accept the balance shown on the November 2017 Financial Statement as presented.

CARRIED

Public Works Foreman Lodging Expenses

Motion 365/17

Moved by Deputy Mayor Martz that Heisler Council approve the November 6, 2017 lodging expense reimbursement to Public Works Foreman, Jordan McIntyre in the amount of **\$135.16**.

CARRIED

CAO Training Expenses

Motion 366/17

Moved by Mayor Wood that Heisler 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 11 and December 8, 2017.

CARRIED

CAO Travel Expenses

Motion 367/17

Moved by Mayor Wood that Heisler Council approve the September 12-November 30, 2017 travel expenses of CAO, Amanda Howell in the amount of **\$370.50**.

CARRIED

Heisler Staff Christmas Gift Budget

Motion 368/17

Moved by Mayor Wood that Heisler Council approve the Heisler Staff Christmas Gift budget for 2017 in the amount of **\$200.00**.

CARRIED

Recess Meeting

Motion 369/17

Moved by Councillor Williams that Heisler Council recess the meeting at 7:20 p.m.

CARRIED

Reconvene Meeting

Motion 370/17

Moved by Councillor Williams that Heisler Council reconvene the meeting at 7:25 p.m.

CARRIED

Fire Chief - Joe Martz Expenses

Motion 371/17

Moved by Mayor Wood that Heisler Council approve the meeting and travel expenses of Fire Chief, Joe Martz from January 10-November 8, 2017 in the amount of **\$948.00**.

CARRIED

Mayor, Bonita Wood's Meeting/Travel Expenses

Motion 372/17

Moved by Councillor Williams that Heisler Council instruct the CAO to pay Mayor, Bonita Wood's meeting & travel expenses for October 20-December 15, 2017 in the amount of **\$967.00.**

CARRIED

Deputy Mayor, Brandon Martz's Meeting/Travel Expenses

Motion 373/17

Moved by Councillor Williams that Heisler Council instruct the CAO to pay Deputy Mayor, Brandon Martz's meeting & travel expenses for October 20-December 15, 2017 in the amount of **\$535.00.**

CARRIED

Councillor Jon Williams' Meeting/Travel Expenses

Motion 374/17

Moved by Mayor Wood that Heisler Council instruct the CAO to pay Councillor, Jon William's meeting and travel expenses for October 20-December 15, 2017 in the amount of **\$858.00.**

CARRIED

Adoption of Interim Operating Budget

Motion 375/17

Moved by Councillor Williams that Heisler Council adopt an Interim Operating Budget for 2018.

CARRIED

Flagstaff Regional Solid Waste Management Association - 2018 Budget

Motion 376/17

Moved by Deputy Mayor Martz that Heisler Council approve the proposed Flagstaff Regional Solid Waste Management Association 2018 budget as amended, with a requisition of **\$24,401.49.**

CARRIED

CORRESPONDENCE:

Motion 377/17

Moved by Councillor Williams that Heisler Council accept the Correspondence item numbers 13.1 to 13.14 as information and instruct the CAO to include the titles of the letters or memos in the Council meeting minutes.

- 13.1 Battle River Economic Opportunities Committee - Coal Communities Transition Fund (CCTF) Proposal
- 13.2 Flagstaff Regional Solid Waste Management Association – November 27/17 meeting minutes
- 13.3 Alberta Seniors Communities & Housing Association – Election Congratulations

- 13.4 Alberta Municipal Affairs – Transitional Hybrid Assessment Approach
- 13.5 Alberta Government – Builder Licensing Program
- 13.6 Village of Loughheed – Extension of Existing Fire Chief Services Agreement
- 13.7 Town of Killam – Regional Fire Chief’s Agreement
- 13.8 Town of Taber – Bill C-45
- 13.9 Town of Hardisty – Extension of Regional Fire Chief Services Agreement
- 13.10 Interagency Minutes – November 7/17
- 13.11 Government of Alberta – Current Projects and Interactions with AB Transp.
- 13.12 University of Waterloo-Infrastructure Assessment
- 13.13 Battle River Watershed Alliance – Annual Municipal Funding Request from the Battle River and Sounding Creek Watershed Alliance
- 13.14 Albert Municipal Health and Safety Association – 2017 AMHSA Training Award Recipient

CARRIED

IN CAMERA

Motion 378/17

Moved by Mayor Wood to go In Camera to discuss a personnel item at 7:28 p.m.

CARRIED

OUT OF CAMERA

Motion 379/17

Moved by Mayor Wood to go Out of Camera at 7:45 p.m.

CARRIED

Personnel Item – Janitorial Services

Motion 380/17

Moved by Mayor Wood that Heisler Council hire Nicholas Howell for the janitorial position commencing January 2, 2018.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

January 17, 2018 @ 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 7:51 p.m.

X

Bonita Wood
Mayor

X

Amanda Howell
CAO