

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
DECEMBER 17, 2013 @ 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 Tuesday December 17, 2013 @ 7:00p.m.

PRESENT: Dennis Steil Mayor
Kel Tetz Deputy Mayor
Sven Bernard Councillor -Attended the meeting at 10:00 p.m.
Amanda Howell Chief Administrative Officer

CALL TO ORDER:

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

ADOPTION OF AGENDA:

Motion 200/13

Moved by Deputy Mayor Tetz to adopt the agenda with the following changes:

Additions:

12.20- Approval of Flagstaff Regional Solid Waste Management Association 2014 Proposed Budget

Deletions:

10.5- Bylaw Enforcement –November Report

12.8- Public Works Foreman Expenses

CARRIED

MINUTES:

Motion 201/13

Moved by Deputy Mayor Tetz that Heisler Village Council approve the November 21, 2013 Regular Council meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATIONS:

Colin Kroetsch

Council welcomed Colin to the meeting at 7:05pm. Colin attended the meeting to discuss the stop signs that have been installed on Manning Ave. He is against the signs and would like council to consider removing them as he feels they are not working. He suggested replacing the stop signs with “children playing” signs. Colin left the meeting at 7:15 p.m.

Motion 202/13

Moved by Deputy Mayor Tetz that Heisler Village Council accept the delegation of Colin

Kroetsch for information.

CARRIED

BYLAWS:

Water, Sewer, and Waste Bylaw #480-13

Motion 203/13

Moved by Mayor Steil that Heisler Village Council table agenda item 6.1, the Water, Sewer, and Waste Bylaw until the January meeting.

CARRIED

Fees and Charges Bylaw #476-13

Motion 204/13

Moved by Deputy Mayor Tetz that Heisler Village Council table agenda item 6.2, the Fees and Charges Bylaw until the January meeting.

CARRIED

POLICIES:

Policy #1211 – Lots Requiring Development – Review Discussion

Motion 205/13

Moved by Mayor Steil that Heisler Village Council table agenda item 7.1 – Lots Requiring Development Policy – Review Discussion until the January meeting.

CARRIED

Policy #6100 – 4 Year Capital Plan Policy

Motion 206/13

Moved by Mayor Steil that Heisler Village Council approve the revision of Policy #6100, the 4 – Year Capital Plan Policy.

CARRIED

Policy #3200 – Snow Removal Policy

Motion 207/13

Moved by Mayor Steil that Heisler Village Council accepts the Snow Removal Policy #3200 for information.

CARRIED

OLD BUSINESS: NONE

NEW BUSINESS:

Canada Summer Jobs Application/Agreement

Motion 208/13

Moved by Deputy Mayor Tetz that Heisler Village Council sign the Canada Summer Jobs application and agreement.

CARRIED

AMSC Energy Member – Master Agreement

Motion 209/13

Moved by Mayor Steil that Heisler Village Council accept the AMSC Energy Member – Master Agreement for information pending a review of the proposed agreement by all of council at a special meeting on December 23, 2013 at 7:00 p.m.

CARRIED

Request from ATCO Electric – Parking Stalls

Motion 210/13

Moved by Deputy Mayor Tetz that Heisler Village Council table agenda item 9.3, Request from ATCO Electric – Parking Stalls until the January meeting.

CARRIED

Wainwright Assessment Group – Contract Renewal

Motion 211/13

Moved by Mayor Steil that Heisler Village Council approve the 2014-2016 contract with Wainwright Assessment Group at a cost of **\$3,600** for 2014, **\$3,720** for 2015 and **\$3,840** for 2016 plus GST.

CARRIED

Regional Collaboration - Discussion

Motion 212/13

Moved by Mayor Steil that Heisler Village Council accept the regional collaboration discussion for information.

CARRIED

COUNCILLOR REPORTS:

Mayor Steil's written report- Flagstaff Regional Solid Waste Management Association – November 25/13 meeting

Mayor Steil's verbal report- CAC meeting on December 11/13

Deputy Mayor Tetz's written report- None

Deputy Mayor Tetz's verbal report- Flagstaff Family &Community Services meeting – December 11/13, Heisler Fire Dept. meeting – December 11/13

Councillor Bernard's written report- None

Councillor Bernard's verbal report- None

Public Works Operating Report- November/December, 2013

Bylaw Enforcement Report – November, 2013 - None

Motion 213/13

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

CARRIED

CAO REPORT AND ACTION LIST:

Motion 214/13

Moved by Mayor Steil that Heisler Village Council accept the CAO action list and CAO written report from the November 21, 2013 council meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 215/13

Moved by Mayor Steil that Heisler Village Council accept the November 16th – November 30th, 2013 cheque register #1901- #1923 in the amount of **\$14,908.31** as presented.

CARRIED

Cheque Register

Motion 216/13

Moved by Deputy Mayor Tetz that Heisler Village Council accept the December 1st – December 15th, 2013 cheque register #1924-#1952 in the amount of **\$10,806.91** as presented.

CARRIED

Petty Cash Expenses

Motion 217/13

Moved by Deputy Mayor Tetz that Heisler Village Council instruct CAO to pay the petty cash expenses for December, 2013 in the amount of **\$67.75**.

CARRIED

Financial Statement for November 2013

Motion 218/13

Moved by Mayor Steil that Heisler Village Council accept the balance shown on the November, 2013 bank statement as presented.

CARRIED

Heisler Staff – Christmas gift budget approval

Motion 219/13

Moved by Mayor Steil that Heisler Village Council approve the Heisler Staff Christmas budget for 2013 in the amount of **\$300.00**.

CARRIED

Engineering Proposal from Associated Engineering – Phase 3 (Lougheed Ave.) Sewer Project

Motion 220/13

Moved by Mayor Steil that Heisler Village Council accept the engineering proposal from Associated Engineering for phase 3 (Lougheed Ave. Sewer project) for information.

CARRIED

Engineering Proposal from MPE Engineering – Phase 3 (Lougheed Ave.) Sewer Project

Motion 221/13

Moved by Deputy Mayor Tetz that Heisler Village Council accept the engineering proposal from MPE Engineering for phase 3 (Lougheed Ave. Sewer project) for information.

CARRIED

Neptune Technology Group – Quote for 2014 Software and Support

Motion 222/13

Moved by Mayor Steil that Heisler Village Council accept the quote for software and support from Neptune Technology Group for 2014 in the amount of **\$2,604.00** including GST.

CARRIED

Muniware 2014 Support Agreement

Motion 223/13

Moved by Deputy Mayor Tetz that Heisler Village Council accept the 2014 support agreement with Muniware at a cost of **\$252.92** plus GST per month.

CARRIED

Alberta Fire Chiefs Association – 2014 membership application

Motion 224/13

Moved by Deputy Mayor Tetz that Heisler Village Council accept the 2014 membership application from the Alberta Fire Chiefs Association for information.

CARRIED

Proposals for a new copier for the admin office from Heartland Stationers and Xerox

Motion 225/13

Moved by Deputy Mayor Tetz that Heisler Village Council table agenda item 12.12, Proposals for a new copier for the admin office from Heartland Stationers and Xerox until the special meeting on December 23, 2013 at 7:00 p.m.

CARRIED

Mayor Dennis Steil's Expenses

Motion 226/13

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to pay Dennis Steil's expenses for September 23, 2013 – December 17, 2013 in the amount of **\$796.00**.

CARRIED

Deputy Mayor Kel Tetz's Expenses

Motion 227/13

Moved by Mayor Steil that Heisler Village Council instruct the CAO to pay Kel Tetz's expenses for October 9, 2013 – December 17, 2013 in the amount of **\$695.00**.

CARRIED

Councillor Sven Bernard's Expenses

Motion 228/13

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to pay Sven Bernard's expenses for September 26, 2013 – December 17, 2013 in the amount of **\$587.00**.
CARRIED

Fire Chief Joe Martz's Expenses

Motion 229/13

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to pay Joe Martz's expenses from January 9, 2013 – December 11, 2013 in the amount of **\$1,850.00**.

CARRIED

CAO Amanda Howell's Expenses

Motion 230/13

Moved by Mayor Steil that Heisler Village council approve the expenses of CAO, Amanda Howell for the purchase of a textbook in the amount of **\$47.41**.

CARRIED

2013 Freightliner fire truck – payment of remaining balance

Motion 231/13

Motion Deputy Mayor Tetz that Heisler Village Council approval the final payment to Fort Garry Fire Trucks in the amount of **\$143,037.30** including GST for the 2013 Freightliner M2 fire truck.

CARRIED

Adoption of 2014 Operating Budget

Motion 232/13

Moved by Deputy Mayor Tetz that Heisler Village Council adopt an Interim Operating Budget. The CAO will present the proposed 2014 Operating Budget to council at the January meeting.

CARRIED

Approval of Flagstaff Regional Solid Waste Management Association – 2014 Budget

Motion 233/13

Moved by Mayor Steil that Heisler Village Council approve the proposed 2014 Flagstaff Regional Solid Waste Management Association Budget as presented. Heisler's 2014 requisition for garbage collection services is **\$22,124.05**.

CARRIED

CORRESPONDENCE:

- 13.1- Parkland Regional Library Board meeting minutes – November 7/13
- 13.2- Letter from Alberta Government – International and Intergovernmental Relations
- 13.3- Letter from Alberta Transportation – Approval of revised Application for Program \ Acceptance
- 13.4- Flagstaff Regional Solid Waste Management Association Organizational and regular meeting minutes– November 25/13
- 13.5- Flagstaff County – Physician Recruitment Committee meeting minutes – November

18/13

- 13.6- Flagstaff Family & Community Services meeting minutes – November 13/13
- 13.7- Letter from the Canadian Union of Postal Workers – The Future of Canada Post
- 13.8- Letter from Teamsters Canada – Railway safety
- 13.9- Letter from The Association of Professional Engineers and Geoscientists of Alberta – Introduction to council
- 13.10- Alberta Municipal Health and Safety Association – December 2013 newsletter

Motion 234/13

Moved by Mayor Steil that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.10 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA:

Motion 235/13

Moved by Mayor Steil that Heisler Village Council go In Camera to discuss personal items at 9:50p.m.

CARRIED

OUT OF CAMERA:

Motion 236/13

Moved by Mayor Steil that Heisler Village Council go Out of Camera at 10:22 p.m.

CARRIED

Letter from Ratepayer

Motion 237/13

Moved by Councillor Bernard that Heisler Village Council instruct the CAO to write a response letter to the ratepayer.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

January 14, 2014 at 7:00pm

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Steil adjourned the meeting at 10:45 p.m.

X

Dennis Steil
Mayor

X

Amanda Howell
CAO

December 17, 2013