

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
December 17, 2020 @ 7:00 P.M.**

PRESENT:

Bonita Wood	Mayor
Brandon Martz	Deputy Mayor
Jon Williams	Councillor
Heidi Rohe	Chief Administrative Officer

CALL TO ORDER: Mayor Wood called the meeting to order at 7:01 pm.

ADOPTION OF AGENDA

Motion 1220/20

Moved by Councillor Williams to adopt the agenda as presented including additional items:

- Item 13.25-13.28 Employee November 2020 Time Sheets
- Item 14.1 Confidential related to Freedom of Information and Protection of Privacy Act Section 17(2)(e)

MINUTES:

Motion 1221/20

Moved by Deputy Mayor Martz to adopt the November 19, 2020 regular council meeting minutes.

CARRIED

BYLAWS:

Bylaw #532-20 Fee and Charges

Motion 1222/20

Moved by Deputy Mayor Martz that Heisler Council gives first reading to Bylaw #532-20 the Fees and Charges Bylaw.

CARRIED

Motion 1223/20

Moved by Councillor Williams that Heisler Council gives second reading to Bylaw #532-20 the Fees and Charges Bylaw.

CARRIED

Motion 1224/20

Moved by Mayor Woods that Heisler Council proceeds to third and final reading of Bylaw# 532-20 the Fees and Charges Bylaw.

CARRIED

Motion 1225/20

Moved by Deputy Mayor Martz that Heisler Council by unanimous consent gives third and final reading to Bylaw # 532-20 the Fees and Charges Bylaw

UNANIMOUSLY CARRIED

POLICIES:

GA-002 Notice of Council Meeting

Motion 1226/20

Moved by Councillor Williams that Council reviews, approves and adopts GA-002 Notice of Council Meeting as presented.

CARRIED

GA-003 Public Participation

Motion 1227/20

Moved by Deputy Mayor Martz that Council reviews, approves and adopts GA-003 Public Participation as presented.

CARRIED

GA-004 Complaint Form Policy

Motion 1228/20

Moved by Mayor Wood that Council reviews, approves and adopts GA-004 Complaint Form Policy as presented.

CARRIED

C-001 Travel, Subsistence and Honorarium Policy

Motion 1229/20

Moved by Deputy Mayor Martz that Council reviews, approves and adopts C-001 Travel, Subsistence and Honorarium Policy as presented.

CARRIED

C-002 Donation Policy

Motion 1230/20

Moved by Councillor Williams that Council reviews, approves and adopts C-002 Donation Policy as presented.

CARRIED

C-003 Delegation to Council Policy

Motion 1231/20

Moved by Mayor Wood that Council reviews, approves and adopts C-003 Delegation to Council Policy as presented.

CARRIED

C-004 Meeting Agenda Policy

Motion 1232/20

Moved by Deputy Mayor Martz that Council reviews, approves and adopts C-004 Meeting Agenda Policy as presented.

CARRIED

HS-001 Drugs & Alcohol Policy

Motion 1233/20

Moved by Mayor Wood that Council reviews, approves and adopts HS-001 Drugs & Alcohol Policy as presented.

CARRIED

HS-002 Transportation of Dangerous Goods Policy

Motion 1234/20

Moved by Deputy Mayor Martz that Council reviews, approves and adopts HS-002 Transportation of Dangerous Goods Policy as presented.

CARRIED

HS-003 Harassment Policy

Motion 1235/20

Moved by Councillor Williams that Council reviews, approves and adopts HS-003 Harassment Policy as presented.

CARRIED

F-001 Issuance of Accounts Payable Cheques Policy

Motion 1236/20

Moved by Mayor Wood that Council reviews, approves and adopts F-001 Issuance of Accounts Payable Cheques Policy as presented.

CARRIED

PW-001 Service Agreement Policy

Motion 1237/20

Moved by Deputy Mayor Martz that Council reviews, approves and adopts PW-001 Service Agreement Policy as presented.

CARRIED

RO-001 Campground Reservation & Regulation Policy

Motion 1238/20

Moved by Councillor Williams that Council reviews, approves and adopts RO-001 Campground Reservation & Regulation Policy as presented.

CARRIED

OLD BUSINESS:

ATCO Lights for Walking Path next to Sportsground

Motion 1239/20

Moved by Mayor Wood that Council decides to close the project ATCO Lights for Walking Path next to Sportsground and not to request a new ATCO proposal for now, until an opportunity for funding will be available.

CARRIED

NEW BUSINESS:

Resident Matter Drainage Issue

Motion 1240/20

Moved by Mayor Wood that Council advises CAO to write a letter to resident stating that the Storm Water Management is in process and to ask resident kindly not to contact the Village of Heisler Engineer for requesting services for which the Village would be charged.

CARRIED

Fire Services Agreement and Regional Fire Chief Agreement

Motion 1241/20

Moved by Deputy Mayor Martz that Council approves that a Regional Fire Budgetary Cap calculated as an equivalent percentage of the Regional Municipal Operating Budgets be set at \$ 1, 000, 000 for year one; and that the calculated equivalent percentage of the Regional Fire Budgetary Cap be included in the Flagstaff Regional Emergency Services Society master agreement going forward; and that the Regional Fire Budgetary Cap shall only be changed with approval of all Members.

CARRIED

Motion 1242/20

Moved by Deputy Mayor Martz that Council approves that a recruitment firm will be hired for a Regional Fire Services Manager and that Flagstaff County funds the cost from fire reserves.

CARRIED

Motion 1243/20

Moved by Councillor Williams that Council approves that Flagstaff County sends the Flagstaff Regional Emergency Services Society agreement and bylaws, along with the CAO reviews/ comments to Brownlee for review.

CARRIED

Motion 1244/20

Moved by Councillor Williams that Council approves to extend the current Fire Services Agreements and the Fire Chief Services Agreements for six months until June 30, 2021.

CARRIED

Motion 1245/20

Moved by Mayor Wood that Council approves to remove Emergency Management from the Flagstaff Regional Emergency Services Society master agreement.

CARRIED

Municipal Stimulus Program- Red Tape Reduction Report

Motion 1246/20

Moved by Mayor Wood that Council reviews the MSP Red Tape Reduction Report Template and discusses multiple actions and that Council tables to the January 2021 regular council meeting.

TABLED

ACP Grant – Killam Managing Partner

Motion 1247/20

Moved by Deputy Mayor Martz that Council approves for the Town of Killam to be Managing Partner for an ACP Grant for Brownlee Review, HR Firm costs for hiring Regional Chief, Assistance with policies, procedures and bylaws once the Society is established if any or all of those items could qualify.

CARRIED

Resident Matter Post Office Wheel Stops

Motion 1248/20

Moved by Councillor Williams that Council advises CAO to send a response letter to resident and to advice PW to move the wheel stops at a minimum spacing of 3 feet as soon as the weather allows in consultation with the post office.

CARRIED

COUNCILLOR REPORTS

Motion 1249/20

Moved by Mayor Wood that Heisler Council accepts the Council reports; Councillor Williams's verbal BREOC report, Public Works report and Public Works sander report, Director of Emergency Management and Bylaw Enforcement Officer report as presented.

CARRIED

CAO Report and Action List

Motion 1250/20

Moved by Deputy Mayor Martz that Council accepts the Action List from the November 19, 2020 regular council meeting and the November 2020 written CAO report as information.

CARRIED

Letter Municipal Affaire - Viability Review

Motion 1251/20

Moved by Deputy Mayor Martz that Council accepts the follow up letter from the Minister of Municipal Affairs Tracy L. Allard; stating that the Minister has decided to revisit the 2016 petitioned request for a viability review for the Village of Heisler, and that the Minister has directed the ministry to complete a follow-up to the 2017 viability screening to determine if the Village of Heisler would benefit from a viability review at this time as information.

CARRIED

FINANCIAL:

Motion 1252/20

Moved by Mayor Wood that Village of Heisler Council accepts item # 12.1; the balanced November 2020 Financial Statements, item #12.2 Cheque Listing, item #12.3, item #12.4 MUSH Savings Account as presented.

CARRIED

Unbudgeted Expense - Armstrong Waterwell Drilling

Motion 1253/20

Moved by Mayor Wood that Heisler Village Council approves the Armstrong Waterwell Drilling invoice in the amount of \$832.65 as unbudgeted expense.

CARRIED

Unbudgeted Expense - Forster Hydrovac Services

Motion 1254/20

Moved by Deputy Mayor Wood that Heisler Village Council approves the Forster Hydrovac Services invoice in the amount of \$1,944.73 as unbudgeted expense.

CARRIED

CAO Travel Expenses

Motion 1255/20

Moved by Councillor Williams that Heisler Council instructs the CAO to pay CAO Heidi Rohe travel expenses for June 16-October 5, 2020 in the amount of \$135.00.

CARRIED

Mayor Wood Meeting & Travel Expenses

Motion 1256/20

Moved by Deputy Mayor Martz that Heisler Council instructs the CAO to pay Mayor Bonnie Wood meeting & travel expenses for September 15 –December 17, 2020 in the amount of \$640.00.

CARRIED

2020 Firemen Operating Expenses

Motion 1257/20

Moved by Councillor Williams that Heisler Village Council approves the 2020 fire operating expenses for Heisler Firemen in the amount of \$2,560.

CARRIED

2020 Fire Chief Joe Martz Expenses

Motion 1258/20

Moved by Deputy Mayor Martz that Heisler Village Council approves the 2020 expenses for Heisler Fire Chief in the amount of \$720.00.

CARRIED

2020 Firemen Meeting Expenses

Motion 1259/20

Moved by Councillor Williams that Heisler Village Council approves the 2020 Heisler Firemen meeting expenses in the amount of \$750.00.

CARRIED

2020 Fire Chief Honorarium

Motion 1260/20

Moved by Mayor Wood that Heisler Village Council approves the 2020 Fire Chief honorarium in the amount of \$450.00.

CARRIED

2020 Director of Emergency Management Honorarium

Motion 1261/20

Moved by Deputy Mayor Martz that Heisler Village Council approves the 2020 Director of Emergency Management honorarium in the amount of \$100.00.

CARRIED

CORRESPONDENCE:

Motion 1262/20

Moved by Mayor Wood that Heisler Council accepts the Correspondence items number 13.1-13.26 as information:

- 13.1 Village of Lougheed – Letter SDAB and ARB Agreement
- 13.2 Village of Lougheed – Letter FIP
- 13.3 Town of Sedgewick – Letter FRESS Recommendations
- 13.4 Town of Killam - Letter FRESS Recommendations
- 13.5 Flagstaff County - Letter FRESS Recommendations
- 13.6 Town of Hardisty – Info email ARB and SDAB Member
- 13.7 Town of Daysland - Letter FRESS Recommendations
- 13.8 Village of Lougheed – Letter Extension Fire Services Agreement
- 13.9 Village of Alliance – Letter FFCS 2021 Budget
- 13.10 Town of Killam - Letter FFCS 2021 Budget
- 13.11 Village of Lougheed - Letter FFCS 2021 Budget

- 13.12 Flagstaff County - Letter FFCS 2021 Budget
- 13.13 Town of Daysland - Letter FFCS 2021 Budget
- 13.14 Town of Hardisty – Letter Flagstaff Waste 2021 Budget
- 13.15 Town of Daysland - Letter Flagstaff Waste 2021 Budget
- 13.16 Town of Killam - Letter Flagstaff Waste 2021 Budget
- 13.17 Town of Sedgewick - Letter Flagstaff Waste 2021 Budget
- 13.18 Flagstaff County - Letter Flagstaff Waste 2021 Budget
- 13.19 Village of Alliance - Letter Flagstaff Waste 2021 Budget
- 13.20 Parkland Regional Library – 2021 Budget Information
- 13.21 Killam RCMP – October 2020 Update
- 13.22 Killam RCMP – Killam Provincial Crime Gauge January to October 2019/2020
- 13.23 Killam RCMP - Killam Provincial Crime Gauge January to October 2016/2020
- 13.24 City of Cold Lake – Letter to Minister of Health
- 13.25 November 2020 Admin Assistant Timesheet
- 13.26 November 2020 CAO Time Sheet
- 13.27 November 2020 PW Time Sheet
- 13.28 November 2020 Janitor Time Sheet

CARRIED

CONFIDENTIAL:

Motion 1263/20

Moved by Deputy Mayor Martz to move into closed session to discuss issues related to Freedom of Information and Protection of Privacy Act Section 17(2)(e) at 8:10 p.m.

CARRIED

Motion 1264/20

Moved by Deputy Mayor Martz to move out of closed session and return to regular meeting at 8:41 p.m.

CARRIED

Date for next Regular Council Meeting and Organizational Meeting: January 21, 2021@ 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 8:43 p.m.

X

Bonita Wood
Mayor

X

Heidi Rohe
CAO