

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
December 20, 2011 @ 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 20, 2011 @ 7:00p.m.

PRESENT: Sean Maciborski Mayor
Dennis Steil Deputy Mayor
Kel Tetz Councillor
Amanda Howell Interim Chief Administrative Officer
Debra Moffat Chief Administrative Officer, Forestburg AB

CALL TO ORDER:

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

ADOPTION OF AGENDA:

Motion 383/11

Moved by Mayor Maciborski to adopt the agenda as presented with the following additions:

Under 9.9 a

Current Fire Agreement extension

Under 9.9 b

Request for a hitching post

Under 12.9

Information from Debra Moffat regarding first draft of Heisler's 2012 budget

CARRIED

MINUTES:

Motion 384/11

Moved by Deputy Mayor Steil that Heisler Council approve the November 30, 2011 regular Council meeting minutes as presented with changes.

CARRIED

Motion 385/11

Moved by Mayor Maciborski that Heisler Council approve the November 30, 2011 special meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATION: Daryl Reinke, Bylaw Enforcement Officer
Delegation time: 7:00 p.m. -Did not attend

Debbie Steil, Heisler Ratepayer
Delegation time: 7:00 p.m. - Did not attend

BYLAWS: NONE

POLICIES: NONE

OLD BUSINESS:

Proposal for Ball Club Signs

Motion 386/11

Moved by Deputy Mayor Steil that Heisler Council approve the request from Heisler Minor ball to erect a sign highlighting Heisler's baseball clubs accomplishments. Interim CAO will send a letter to Heisler Minor ball informing them of Councils decision. Interim CAO will inform Heisler Minor ball that the sign will be permitted to be placed along the tree line west of the welcome to Heisler sign.

CARRIED

Fuel Tank Regulations- Price quotes comparisons for fuel tank

Motion 387/11

Moved by Deputy Mayor Steil that Heisler Council direct Interim CAO to instruct Public Works Foreman to move the Village fuel tanks as per government regulations to the property by the recycle bins and to instruct Interim CAO to budget **\$7000.00** for the purchase of 2-500 gallon fuel tanks.

Councillor Tetz abstained from voting. He has a pecuniary interest in the matter as the fuel tanks could potentially be purchased from Co-op, Killam.

CARRIED

Rescind motion #32/11 and replace with motion #363/11- Sewer upgrade approval

Motion 388/11

Moved by Councillor Tetz that Heisler Council rescind motion #32/11 *"Moved by Councillor Tetz that the Village tentatively budget \$200,000.00 for the sewer replacement in 2011 from the Alberta Municipal Infrastructure Program, CAO to place an advertisement in the local paper for the project with sealed bids."* And replace with motion #363/11 *"Moved by Councillor Tetz that Heisler Council approve the bid from Forestburg Transit Mix for the sewer upgrading project at a cost of \$198,810.00 plus GST. Interim CAO will apply for additional grant funding of \$10,000.00 if it is required."*

CARRIED

NEW BUSINESS:

Motion to request an assessment audit from Municipal Affairs

Motion 389/11

Moved by Mayor Maciborski that Heisler Council instruct Interim CAO to contact Municipal Affairs to request an assessment audit in 2012 on properties not being taxed to ensure compliance with the Municipal Government Act.

CARRIED

NIC . 212 Services Contract Renewal for 2012

Motion 390/11

Moved by Mayor Maciborski that Heisler Council table the decision to renew NIC. 212 Services (Bylaw Enforcement Officer) contract for 2012 until the next council meeting.

CARRIED

Alberta Municipal Services Corporation- Insurance renewal for 2012

Motion 391/11

Moved by Mayor Maciborski that Heisler Council accept the AMSC Insurance Services Ltd. Schedule of Benefits and Rates (Insurance and benefits for employees) for the calendar year of 2012.

CARRIED

Suggestion box, Suggestion forms request

Motion 392/11

Moved by Councillor Tetz that Heisler Council approve the request for a suggestion box and to instruct Interim CAO to create suggestion/feedback forms as well as provide a box located in the village office to put them in. Interim CAO will notify residents of this idea in the newsletter.

CARRIED

Alberta Emergency Management Agency- Municipal Report

Motion 393/11

Moved by Mayor Maciborski that Heisler Council accept the Alberta Emergency Management Agency Municipal Report as information, and for Interim CAO to include in the Action List for Councillor Tetz to meet with Mickey Heisler (Director of Disaster Services) and Joe Martz (Municipal Fire Chief) regarding the Municipal Report.

CARRIED

Rate payer request for changes to snowplowing route

Motion 394/11

Moved by Mayor Maciborski that Heisler Council instruct Interim CAO to send a letter to rate payer advising him that Council has received his letter, will take his suggestions under consideration and to inform him that his letter and diagram has been sent to Public Works Foreman for his consideration.

CARRIED

Flagstaff's Initiative to Relationship & Spousal Trauma- Support request

Motion 395/11

Moved by Councillor Tetz that Heisler Council instruct Interim CAO to send a letter to Flagstaff's Initiative to Relationship & Spousal Trauma informing them of Heisler's donation policy and that we will advertise the event & sponsorship and also that tickets are available for purchase from Councillor Tetz in the January 2012 newsletter.

CARRIED

CAO Meeting Notes- November 8, 2011

Motion 396/11

Moved by Mayor Maciborski that Heisler Council accept the CAO meeting notes from November 8, 2011 as information.

CARRIED

Flagstaff Intermunicipal Partnership Meeting Notes- November 7, 2011

Motion 397/11

Moved by Mayor Maciborski that Heisler Council accept the Flagstaff Intermunicipal Partnership meeting minutes from November 7, 2011 as information.

CARRIED

Fire Agreement

Motion 398/11

Moved by Mayor Maciborski that Heisler Council table the decision on the current fire agreement extension until the next council meeting.

CARRIED

Hitching Post

Motion 399/11

Moved by Councillor Tetz that Heisler Council table the decision to approve a hitching post until the next council meeting. Interim CAO will look through Heisler's bylaws for information.

CARRIED

COUNCILLOR REPORTS:

Mayor Maciborski's written report- NONE

Deputy Mayor Steil's written report- NONE

Councillor Tetz's written report- Emergency Services meeting report

Public Works written report- December 2011 operating report

Bylaw Enforcement Officer written report- November 1, 2011 report

Motion 400/11

Moved by Mayor Maciborski that Heisler Council accept the above written reports as information.

CARRIED

CAO REPORT AND ACTION LIST:

CAO Action List

Motion 401/11

Moved by Councillor Tetz that Heisler Council accept the CAO action list from the November 30, 2011 regular council meeting as information.

CARRIED

Interim CAO- Written Report

Motion 402/11

Moved by Mayor Maciborski that Heisler Council accept the Interim CAO November, 2011 written report as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 403/11

Moved by Deputy Mayor Steil that Heisler Council accept the cheque register #276- #008 in the amount of **\$22,138.97** as presented.

CARRIED

Financial Statement- November, 2011

Motion 404/11

Moved by Councillor Tetz that Heisler Council accept the November, 2011 balance shown on the Bank Statement as presented.

CARRIED

Interim CAO- Mileage expenses

Motion 405/11

Moved by Mayor Maciborski that Heisler Council approve Interim CAO's mileage of 75km, and to pay Interim CAO **\$37.50** during the December, 2011 month end cheque run.

CARRIED

Mayor Maciborski- Council expenses

Motion 406/11

Moved by Councillor Tetz that Heisler Council approve Sean Maciborski's September-December, 2011 expenses in the amount of **\$696.00**.

CARRIED

Councillor Tetz- Council expenses

Motion 407/11

Moved by Mayor Maciborski that Heisler Council approve Kel Tetz's May- November, 2011 expenses in the amount of **\$1670.58**.

CARRIED

Deputy Mayor Steil- Council expenses

Motion 408/11

Moved by Mayor Maciborski that Heisler Council approve Dennis Steil's October- December, 2011 expenses in the amount of **\$260.00**.

CARRIED

Heisler Staff Christmas Gift Budget

Motion 409/11

Moved by Deputy Mayor Steil that Heisler Council approve the Heisler Staff Christmas gift budget in the amount of **\$100.00** for Public Works foreman, **\$100.00** for CAO and Interim CAO, and **\$50.00** for Public Works assistant.

CARRIED

Petty Cash expenses

Motion 410/11

Moved by Mayor Maciborski that Heisler Council instruct Interim CAO to pay the petty cash expenses in the amount of \$35.07.

CARRIED

Motion to Adopt the Interim Budget for 2012

Motion 411/11

Moved by Mayor Maciborski that Heisler Council table the decision to adopt the Interim Operating Budget for 2012 until the next meeting.

CARRIED

First draft of 2012 Budget- Presented by Debra Moffat

Motion 412/11

Moved by Mayor Maciborski that Heisler Council accept the first draft of the 2012 Budget presented by Debra Moffat as information.

CARRIED

CORRESPONDENCE:

- Emergency Services proposed fire agreement
- Municipal Participation in TRAVIS MJ (Frequently Asked Questions)
- New Blackberry App for the Rural Canadians Guide to Programs and Services
- Emergency Services Committee- December 6, 2011 Agenda
- Letter from Citizenship and Immigration Canada
- Letter from Honourable George VanderBurg, Minister of Seniors
- Letter from Government of Alberta, Transportation re: TRAVIS Multi-Jurisdiction Permitting Initiative
- Letter from Alberta Government- Dave Hancock, Minister of Human Services
- Alberta Municipal Health and Safety Association December, 2011 Newsletter
- Letter from Battle River School Division #31
- Flagstaff Regional Solid Waste Management Association- A-Z Disposal Guide
- Letter from Brandt
- Letter from Municipal Planning Services Ltd.
- Letter from Parkland Regional Library Board meeting- November, 2011- What's new

Motion 413/11

Moved by Councillor Tetz that Heisler Council accept the Correspondence as information.

CARRIED

IN CAMERA:

Motion 414/11

Moved by Deputy Mayor Steil to go In Camera at 9:47p.m.

CARRIED

Motion 415/11

Moved by Mayor Maciborski to go Out of Camera at 10:20p.m.

CARRIED

Motion 416/11

Moved by Mayor Maciborski that Heisler Council approve the purchase of Lot 4, Block 11, Plan 872057 at a cost of **\$2500.00** and to instruct Interim CAO to write a letter to the resident informing them of Council's decision.

CARRIED

Motion 417/11

Moved by Councillor Tetz that Heisler Council instruct Interim CAO to send a letter to the Heisler Fire Department informing them of the change of bookkeepers. Interim CAO will have them take their books to someone whether they volunteer or get paid.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

January 25, 2012 at 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 10:40 p.m.

X

Sean Maciborski
Mayor

X

Amanda Howell
Interim CAO