

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
DECEMBER 6, 2016 @ 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 December 6, 2016 @ 7:00 p.m.

PRESENT:

Kel Tetz	Mayor
Dennis Steil	Deputy Mayor
Morgan Doege	Councillor
Amanda Howell	Chief Administrative Officer

CALL TO ORDER:

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

ADOPTION OF AGENDA:

Motion 086/16

Moved by Deputy Mayor Steil to adopt the agenda with the following addition;

Addition: 12.17 Flagstaff Intermunicipal Partnership Committee 2017 Budget

CARRIED

MINUTES:

Motion 087/16

Moved by Councillor Doege that Heisler Village Council adopt the November 17, 2016 regular council meeting minutes as presented.

CARRIED

DELEGATIONS:

MaryAnne Wolbeck & Mickey Heisler. Heisler Celebration Committee Reps @ 7:05 p.m.

Council welcomed MaryAnne and Mickey to the meeting at 7:05 p.m. They attended the meeting discuss what the committee may require from the village for the 2017 community celebration; such as permission to close Main Street for a dance and parade. They provided an update of what festivities are planned and confirmed that the village will be kept informed. Council thanked MaryAnne and Mickey for attending the meeting; they left at 7:28 p.m.

Motion 088/16

Moved by Mayor Tetz that Heisler Village Council accept the delegation of MaryAnne Wolbeck and Mickey Heisler for information.

CARRIED

PUBLIC HEARING: NONE

BYLAWS:

Fees and Charges - #499 -16

Motion 089/16

Moved by Deputy Mayor Steil that Heisler Village Council gives **first** reading to Bylaw #499-16, the Fees and Charges Bylaw.

CARRIED

Motion 090/16

Moved by Councillor Doege that Heisler Village Council gives **second** reading to Bylaw #499-16, the Fees and Charges Bylaw.

CARRIED

Motion 091/16

Moved by Mayor Tetz that Heisler Village Council proceeds to **third and final** reading of Bylaw #499-16, the Fees and Charges Bylaw.

CARRIED

Motion 092/16

Moved by Deputy Mayor Steil that Heisler Village Council by **unanimous consent** gives third and final reading to Bylaw #499-16, the Fees and Charges Bylaw.

CARRIED UNANIMOUSLY

POLICIES:

NONE

OLD BUSINESS:

Flagstaff Intermunicipal Partnership (FIP)- Regional Governance Project -

Correspondence

NONE

NEW BUSINESS:

Request from Provincial MLA – Capital Plan Priorities

Motion 093/16

Moved by Mayor Tetz that Heisler Village Council accepts agenda item 9.1 – Request from Provincial MLA – Capital Plan Priorities as information.

CARRIED

COUNCILLOR REPORTS:

Mayor Tetz's written report- None

Mayor Tetz's verbal report- Regional Emergency Services Committee – November 29/16,
Community Sausage Supper Committee – November 24/16

Deputy Mayor Steil's written report - None

Deputy Mayor Steil's verbal report – Flagstaff Intermunicipal Partnership, December 5/16
meeting

Councillor Doege's written report – Flagstaff Regional Housing Group – November 22/16

Councillor Doege's verbal report - None

Public Works written operating report – November 16 – December 1/16

Bylaw Enforcement written report – October 2016

Director of Emergency Management written report – Update of emergency management, ICS Course

Motion 094/16

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

CARRIED

CAO REPORT AND ACTION LIST:

Motion 095/16

Moved by Deputy Mayor Steil that Heisler Village Council accept the CAO written report from the November 17, 2016 regular council meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 096/16

Moved by Deputy Mayor Steil that Heisler Village Council accept the cheque register #20113280-#20113297 for November 16-30, 2016 in the amount of **\$18,439.73** as presented.

CARRIED

Petty Cash Expenses

Motion 097/16

Moved by Councillor Doege that Heisler Village Council instruct the CAO to pay the petty cash expenses for November, 2016 in the amount of **\$69.30**.

CARRIED

November Financial Statement

Motion 098/16

Moved by Mayor Tetz that Heisler Village Council accept the balance shown on the November 2016 Financial Statement as presented.

CARRIED

Heisler Staff – Christmas Gift budget

Motion 099/16

Moved by Deputy Mayor Steil that Heisler Village Council approve the Heisler staff Christmas gift budget for 2016 in the amount of **\$250.00**.

CARRIED

Approval of Flagstaff Family & Community Services 2017 Budget

Motion 100/16

Moved by Deputy Mayor Steil that Heisler Village Council approve the Flagstaff Family and Community Services 2017 budget as presented with the following requisition for Heisler; **\$1,313.70 (\$8.70 per capita)**.

CARRIED

Adoption of Heisler 2017 Operating and Capital Budget

Motion 101/16

Moved by Deputy Mayor Steil that Heisler Village Council adopt the 2017 Capital and Operating Budget as presented.

CARRIED

Director of Emergency Management (DEM) & Parkland Regional Library (PRL) Representative Meeting & Travel Expenses

Motion 102/16

Moved by Mayor Tetz that Heisler Village Council approve the October 28 – November 16, 2016 meeting and travel expenses of Director of Emergency Management (DEM) and Parkland Regional Library (PRL) Rep, Shailen Weselak in the amount of **\$428.50**.

CARRIED

Councillor's Expenses

Motion 103/16

Moved by Deputy Mayor Steil that Heisler Village Council instruct the CAO to pay Councillor Morgan Doege's meeting and travel expenses from September 21 – December 6, 2016 in the amount of **\$440.00**.

CARRIED

Deputy Mayor's Expenses

Motion 104/16

Moved by Mayor Tetz that Heisler Village Council instruct the CAO to pay Deputy Mayor Steil's meeting and travel expenses from June 27 – December 6, 2016 in the amount of **\$1,366.00**.

CARRIED

Mayor's Expenses

Motion 105/16

Moved by Councillor Doege that Heisler Village Council instruct the CAO to pay Mayor Kel Tetz's meeting and travel expenses from January 11 – December 6, 2016 in the amount of **\$3,290.00**.

CARRIED

Fire Chief's Expenses

Motion 106/16

Moved by Mayor Tetz that Heisler Village Council approve the meeting expenses of Fire Chief Joe Martz from January 19 – December 7, 2016 in the amount of **\$1,280.00**.

CARRIED

Brandt Tractor – Grader Repair Invoice

Motion 107/16

Moved by Deputy Mayor Steil that Heisler Village Council approve the grader repair invoice

#1541982 from Brandt Tractor Ltd., in the amount of **\$4,303.61**, including GST as an unbudgeted expense.

CARRIED

Approval of Flagstaff Regional Solid Waste Management Association 2017 Budget

Motion 108/16

Moved by Mayor Tetz that Heisler Village Council approve the Flagstaff Regional Solid Waste Management Association 2017 budget as presented with the following requisition for Heisler; **\$22,304.58.**

CARRIED

CAO Travel Expenses

Motion 109/16

Moved by Deputy Mayor Steil that Heisler Village Council approves the November 29 – December 5, 2016 travel expenses of CAO, Amanda Howell in the amount of **\$104.00.**

CARRIED

Approval of Flagstaff Intermunicipal Partnership Committee 2017 Budget

Motion 110/16

Moved by Councillor Doege that Heisler Village Council approves the Flagstaff Intermunicipal Partnership Committee 2017 budget **\$102,000** as presented with the following requisition for Heisler; **\$1,899.14.** (Including **\$1,250.00** for the SCADA system).

CARRIED

Wainwright Assessment Group – Renewal of Assessment Services Contract

Motion 111/16

Moved by Mayor Tetz that Heisler Village Council accept the proposal to renew the Assessment Services contract with Wainwright Assessment Group Ltd. and approve the 2017-2019 rates of **\$3,840** for 2017, **\$3,840** for 2018, and **\$3,840** for 2019 plus GST.

CARRIED

CORRESPONDENCE:

- 13.1 Alberta Municipal Affairs – Acceptance of Municipal Sustainability Initiative (MSI) capital grant projects
- 13.2 Town of Sedgewick – Regional Governance Project Working Sub-Committee Appointment
- 13.3 Town of Hardisty – FIP Regional Governance Project Working Sub-Committees
- 13.4 Town of Killam – Regional Governance Project Sub-Committee Member Appointment
- 13.5 Town of Killam – Flagstaff F.C.S 2017 Budget
- 13.6 Parkland Regional Library Board – November 10/16 minutes
- 13.7 Interagency Minutes – November 1/16

- 13.8 Flagstaff Family & Community Services – September 14/16 board minutes
- 13.9 Flagstaff’s Initiative to Relationship & Spousal Trauma – September 12/16 board minutes
- 13.10 Ogilvie LLP – ALARIE Asset Distribution
- 13.11 Alberta Recreation & Parks Association – Professional Development and Education for Municipal Staff
- 13.12 Ogilvie LLP – ALARIE Asset Distribution
- 13.13 Flagstaff County – All Hazards Mutual Aid Agreement
- 13.14 Flagstaff Intermunicipal Partnership – November 7/16 meeting minutes
- 13.15 Flagstaff Regional Solid Waste Management Association – November 28/16 meeting minutes
- 13.16 Alberta Municipal Affairs – Screening for Viability Review

Motion 112/16

Moved by Deputy Mayor Steil that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.16 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA

Motion 113/16

Moved by Mayor Tetz to go In Camera to discuss a Legal item at 9:37 p.m.

CARRIED

OUT OF CAMERA

Motion 114/16

Moved by Mayor Tetz to go Out of Camera at 10:07 p.m.

CARRIED

Legal Item

Motion 115/16

Moved by Deputy Mayor Steil that Heisler Village Council instruct administration to hire an attorney to manage the legalities of the enforcement of a Stop Order concerning Lot 24, Block 10, Plan 7621690.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

January 26, 2017 at 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Tetz adjourned the meeting at 10:15 p.m.

X

Kel Tetz
Mayor

X

Amanda Howell
CAO
