

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
February 18, 2021 @ 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 7:00pm.

ADOPTION OF AGENDA

Motion 21-02-026

Moved by Deputy Mayor Martz to adopt the agenda as presented including additional items:

- Item 9.4 ARB Chair
- 13.9 Grader Shop Tender

MINUTES:

Motion 21-02-027

Moved by Deputy Mayor Martz to adopt the January 21, 2021 regular council meeting minutes.

CARRIED

DELEGATION: Sent regrets by email.

POLICIES:

LSD-004 Municipal Planning Commission (MCP) Meeting Procedure

Motion 21-02-028

Moved by Mayor Wood that Council reviews, approves and adopts Policy LSD-004 Municipal Planning Commission (MCP) Meeting Procedure as presented.

CARRIED

LSD-003 Non-Residential Development Incentive Policy

Motion 21-02-029

Moved by Deputy Mayor Martz that Council reviews, approves and adopts Policy LSD-003 Non-Residential Development Incentive Policy as presented.

CARRIED

LSD-005 Land Use Bylaw Enforcement

Motion 21-02-030

Moved by Councillor Williams that Council reviews, approves and adopts Policy LSD-005 Land Use Bylaw Enforcement as presented.

CARRIED

E-001 Employment Agreement Policy

Motion 21-02-031

Moved by Mayor Wood that Council reviews, approves and adopts Policy E-001 Employment Agreement Policy as presented.

CARRIED

E-002 Employee Evaluation Policy

Motion 21-02-032

Moved by Deputy Mayor Martz that Council reviews, approves and adopts Policy E-002 Employee Evaluation Policy as presented.

CARRIED

E-003 Leaves of Absence Policy

Motion 21-02-033

Moved by Councillor Williams that Council reviews, approves and adopts Policy E-003 Leaves of Absence Policy as presented.

CARRIED

F-004 5 Years Capital Plan Policy

Motion 21-02-034

Moved by Mayor Wood that Council reviews, approves and adopts Policy F-004 5 Years Capital Plan Policy as presented.

CARRIED

OLD BUSINESS: NONE

NEW BUSINESS:

Appointment Amy Jackson new ARB and SDAB Board Member

Motion 21-02-035

Moved by Councillor Williams that Council makes a motion to approve Amy Jackson as an additional member to the Flagstaff Regional Subdivision & Development Appeal Board and Assessment Review Board for a three-year term, expiring March, 2024.

CARRIED

Appointment Debra Moffatt new ARB and SDAB Board Member

Motion 21-02-036

Moved by Deputy Mayor Martz that Council makes a motion to approve Debra Moffatt as an additional member to the Flagstaff Regional Subdivision & Development Appeal Board and Assessment Review Board for a three-year term, expiring March, 2024.

CARRIED

Battle River Economic Opportunities Committee (BREOC) Terms of Reference

Motion 21-02-037

Moved by Councillor Williams that Council discusses and approves the Battle River Economic Opportunities Committee (BREOC) Terms of Reference.

CARRIED

Appointment Murray Hampshire LARB and CARB Board Chair

Motion 21-02-038

Moved by Deputy Mayor Martz that Council approves the appointment of Murray Hampshire as Chair of both the LARB and CARB for a two-year term, expiring March 2023.

CARRIED

COUNCILLOR REPORTS

Motion 21-02-039

Moved by Councillor Williams that Heisler Council accepts the Council reports; Councillor Williams's verbal BREOC report, Deputy Mayor Martz' verbal Flagstaff Waste report, Mayor Wood's verbal Parkland Regional Library and Flagstaff Regional Housing Group reports, Public Works report, Public Works Fuel Pump 2 report, Public Works Walking Path Sign report, Director of Emergency Management and Bylaw Enforcement Officer report as presented.

CARRIED

Motion 21-02-040

Moved by Deputy Mayor Martz that Council advises CAO to check for prices and potential grants for a new lawn mower similar to the village owned Kobota lawn mower.

CARRIED

Motion 21-02-041

Moved by Mayor Wood that Council advises CAO to get some quotes for a gas tank cage for the village diesel and gas fuel tanks and quotes for a chain link fence and in addition to advice Public Works to install a camera facing the fuel tanks.

CARRIED

CAO Report and Action List

Motion 21-02-042

Moved by Mayor Wood that Council accepts the Action List from the January 21, 2021 regular council meeting and the January 2021 written CAO report as information.

CARRIED

FINANCIAL:

Motion 21-02-043

Moved by Mayor Wood that Village of Heisler Council accepts item # 12.1; the balanced January 2021 Financial Statements, item #12.2 Cheque Listing, item #12.3, item #12.4 MUSH Savings Account.

CARRIED

Approval Gas Tax Fund for MSP Water Treatment Project

Motion 21-02-044

Moved by Councillor Williams that Council makes a motion to accept the GTF grant approval in the amount of \$41,200 as an additional grant for the MSP WTP Mechanical Upgrade Project as information, and to approve the at the September 15, 2020 and February 18, 2021 regular council meeting presented total project amount of \$91,200, estimated by Select Engineering Consultants Ltd. File # 62-20008-1.0 from September 10, 2020; including Bi-Systems quote # 20-3968 and to advice CAO to contact Engineer to get the project done.

CARRIED

2021 Annual AMSC Insurance Renewal Package

Motion 21-02-045

Moved by Councillor Williams that Council reviews and approves the 2021 Annual AMSC Insurance Package.

CARRIED

Municipal Operating Support Transfer Expenses

Motion 21-02-046

Moved by Councillor Williams that Council reviews the attached Municipal Operating Support Transfer Expenses list and approves the expenses as presented.

CARRIED

CORRESPONDENCE:

Motion 21-02-047

Moved by Mayor Wood that Heisler Council accepts the Correspondence items number 13.1-13.09 as information:

- 13.1 Flagstaff Waste – Meeting Minutes January 25, 2021
- 13.2 Flagstaff Waste – Organizational Meeting Minutes January 25, 2021
- 13.3 Flagstaff Waste – 2021 Approved Budget and Operating Plan
- 13.4 Flagstaff County – 2020 Peace Officer Quarter Four Report
- 13.5 Village of Lougheed – Letter Managing Partner for ACP Grant
- 13.6 Village of Lougheed – Letter PRL Legislative Requirement
- 13.7 BRIC – Bi-Weekly Report January 18-29, 2021

- 13.8 BREOC - January 21, 2021 Meeting Minutes
- 13.9 Flagstaff County – Letter Grader Shop Tender

CARRIED

CONFIDENTIAL:

Motion 21-02-048

Moved by Deputy Mayor Martz to move into closed session to discuss issues related to Freedom of Information and Protection of Privacy Act Section 19 at 8:16p.m.

CARRIED

Motion 21-02-049

Moved by Councillor Williams to move out of closed session and return to regular meeting at 8:38p.m.

CARRIED

Motion 21-02-050

Moved by Deputy Mayor Martz that Council accepts the confidential items 14.1, 14.1.1, 14.2, 14.2.1, 14.3, 14.4 as information.

Motion 21-02-051

Moved by Deputy Mayor Martz that Council discusses tax recovery property Roll #230; 4; 16; 42; 34; NW and to advice CAO to start process as of MGA Section 425.

Motion 21-02-052

Moved by Councillor Williams that Council to advice letter to resident.

Date for next Regular Council Meeting and Organizational Meeting: March 18, 2021@ 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 8:39 p.m.

X

Bonita Wood
Mayor

X

Heidi Rohe
CAO