

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
FEBRUARY 15, 2018 @ 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 Thursday February 15, 2018 @ 7:00 p.m.

PRESENT: Bonita Wood Mayor
 Brandon Martz Deputy Mayor
 Jon Williams Councillor
 Amanda Howell Chief Administrative Officer

CALL TO ORDER:

Mayor Wood called the meeting to order at 7:01 p.m.

ADOPTION OF AGENDA:

Motion 410/18

Moved by Councillor Williams to adopt the agenda with the following addition:

9.5 - Heisler Library Board- Member Appointment and Resignation

CARRIED

MINUTES:

Motion 411/18

Moved by Deputy Mayor Martz that Heisler Council adopt the January 17, 2018 regular council meeting minutes as presented.

CARRIED

DELEGATIONS: NONE

PUBLIC HEARING: NONE

BYLAWS: NONE

POLICIES:

Municipal Utility Services Policy #1215

Motion 412/18

Moved by Councillor Williams that Heisler Council approve the Municipal Utility Services Policy #1215 as presented.

CARRIED

OLD BUSINESS: NONE

NEW BUSINESS:

Municipal Development Plan Proposals – Local Land Use Planning (LLUP) Grant Application

Motion 413/18

Moved by Mayor Wood that Heisler Council approve, subject to receipt of grant funding from the Alberta Community Partnership (ACP) Program via the Local Land Use Planning (LLUP) component, the proposal submitted by Vicinia Planning & Engagement Inc. of **\$20,000**, to undertake the completion of the Municipal Development Plan as required by the Modernized Municipal Government Act.

CARRIED

Water Plant Upgrade – Cost Estimates

Motion 414/18

Moved by Councillor Williams that Heisler Council approve the recommendation from Neil Renneberg of Select Engineering Consultants Ltd. that council approve the proposal from Bi-Systems for electrical upgrades at the water treatment plant as presented, with the estimated cost of **\$132,502** to complete the upgrades. The cost does not include the SCADA upgrade installation or programming. The water plant upgrade project is funded by the Federal Gas Tax Fund (FGTF) grant.

CARRIED

Heisler Campground Management – Request for Proposals

Motion 415/18

Moved by Councillor Williams that Heisler Council instruct the CAO to send letters to the local societies and associations (AG Society, Elks, Minor/Senior Baseball Associations) to garner potential interest for the management and operation of the Heisler Campground and possibly the baseball diamonds at DJW Park, for a set amount of time.

CARRIED

Flagstaff Victim Services – Request for Support

Motion 416/18

Moved by Deputy Mayor Martz that Heisler Council approve the support request and instructs the CAO to draft a letter of support for Flagstaff Victim Services, to be submitted with their funding application to the Victims of Crime Fund.

CARRIED

Heisler Library Board Members – Appointment & Resignation

Motion 417/18

Moved by Councillor Williams that Heisler Council appoint Lorie Zimmer to the Heisler Library Board and accept the resignation of Karen Wolbeck from the Heisler Library Board, effective February 15, 2018.

CARRIED

COUNCILLOR REPORTS:

Mayor Wood's written report – None

Mayor Wood's verbal report – None

Deputy Mayor Martz's written report – Flagstaff Waste Management – January 22/18 meeting minutes

Deputy Mayor Martz's verbal report – None

Councillor William's written report – None

Councillor William's verbal report – Community Advisory Committee – January 23/18

Public Works written operating report – January 12- February 9/18

Bylaw Enforcement written report – January, 2018

Director of Emergency Management written report – Alberta Emergency Alert training – January 24/18

Motion 418/18

Moved by Mayor Wood that Heisler Council accept the Council, Public Works, Bylaw Enforcement and Emergency Management reports as presented.

CARRIED

CAO REPORT AND ACTION LIST:

Motion 419/18

Moved by Deputy Mayor Martz that Heisler Council accept the Action List and CAO written report from the January 17, 2018 regular council meeting and a synopsis of the January 25, 2018 CAO group meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 420/18

Moved by Councillor Williams that Heisler Council accept the cheque register #20113836-#20113858 for January 1-15, 2018 in the amount of **\$19,959.69** as presented.

CARRIED

Cheque Register

Motion 421/18

Moved by Councillor Williams that Heisler Council accept the cheque register #20113859-#20113878 for January 16-31, 2018 in the amount of **\$14,315.52** as presented.

CARRIED

Acceptance of Petty Cash Expenses

Motion 422/18

Moved by Mayor Wood that Heisler Council instruct the CAO to pay the petty cash expenses for January 2018 in the amount of **\$36.15**.

CARRIED

January Financial Statement

Motion 423/18

Moved by Mayor Wood that Heisler Council accept the balance shown on the January 2018 Financial Statement as presented.

CARRIED

CORRESPONDENCE:

Motion 424/18

Moved by Mayor Wood that Heisler Council accept the Correspondence item numbers 13.1 to 13.12 as information and instruct the CAO to include the titles of the letters or memos in the Council meeting minutes.

- 13.1 Interagency – January 2/18 minutes
- 13.2 Town of Hardisty – Approval of ACP Grant Application and RESC Implementation Budget
- 13.3 Farm Safety Centre – Safety Smarts program
- 13.4 Town of Sedgewick – Approval of 2018 Budget
- 13.5 Town of Killam – 2018 Proposed Budget
- 13.6 Town of Killam – ACP Grant Application & Regional Emergency Services Society Implementation Budget
- 13.7 Alberta Municipal Affairs – Minister’s Awards for Municipal Excellence
- 13.8 Too Far. Too Fast – Cannabis legislation
- 13.9 Village of Loughheed – 2018 Flagstaff Regional Housing Group Budget
- 13.10 Village of Loughheed – 2018 Flagstaff Intermunicipal Partnership Committee Budget
- 13.11 Town of Hardisty – 2018 FIP Operating Budget – Approval
- 13.12 Flagstaff County – Peace Officer Quarterly Report – Quarter Four

CARRIED

IN CAMERA

Motion 425/18

Moved by Mayor Wood to go In Camera to discuss a Land item at 8:12 p.m.

CARRIED

OUT OF CAMERA

Motion 426/18

Moved by Mayor Wood to go Out of Camera at 8:25 p.m.

CARRIED

Land Item – Plumbing Invoice – Lot 13, Block 7, Plan 2525 NY

Motion 427/18

Moved by Mayor Wood that Heisler Council approve the request to reimburse the property Owner at lot 13, block 7, plan 2525 NY **\$409.50**; the cost of invoice #6762 from Prichard Plumbing & Heating Ltd. for cleaning the sewer service line on October 11/17 as it was discovered that the sewer service connection was broken at the sewer connector; which is the responsibility of the village to repair. Council instructs the CAO to inform the property owner

that normally, the village does not and will not pay invoices that are not authorized by the village prior to the work being undertaken, regardless of the situation. Council is agreeing to this request only because of the unique circumstance of the broken sewer connector.

CARRIED

Land Item – Negligence at old Heisler School Property

Motion 428/18

Moved by Councillor Williams that Heisler Council instruct the CAO to write a monthly letter to Flagstaff County requesting action on the deteriorating condition of the old Heisler school building. Council is concerned that the property is not just unsightly; there is a very real danger to property and to persons. There is risk to lives and the County has the tools and a duty and an obligation to act.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

March 21, 2018 @ 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 8:38 p.m.

X

Bonita Wood
Mayor

X

Amanda Howell
CAO