

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
January 21, 2021 @ 7:00 P.M.**

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**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 6:56 pm.

**ADOPTION OF AGENDA**

**Motion 21-01-001**

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

- Item 13.7 Letter ARB and SDAB
- Item 11.4 Updated Heisler Self-Assessment (11.3)
- 11.4.1 Notes to Item 11.4

**MINUTES:**

**Motion 21-01-002**

Moved by Deputy Mayor Martz to adopt the December 17, 2020 regular council meeting minutes.

**CARRIED**

**POLICIES:**

**GA-005 Computer Backup**

**Motion 21-01-003**

Moved by Councillor Williams that Council reviews, approves and adopts Policy GA-005 Computer Backup as presented.

**CARRIED**

**HS-004 Council's Statement of Commitment**

**Motion 21-01-004**

Moved by Mayor Wood that Council reviews, approves and adopts Policy HS-004 Council's Statement of Commitment as presented.

**CARRIED**

**HS-005 CAO's Statement of Commitment**

**Motion 21-01-005**

Moved by Deputy Mayor Martz that Council reviews, approves and adopts Policy HS-005 CAO's Statement of Commitment as presented.

**CARRIED**

**HS-006 Assignment of Responsibility & Accountability for Safety Policy**

**Motion 21-01-006**

Moved by Councillor Williams that Council reviews, approves and adopts Policy HS-006 Assignment of Responsibility & Accountability for Safety Policy as presented.

**CARRIED**

**U-001 Municipal Utility Services Policy**

**Motion 21-01-007**

Moved by Mayor Wood that Council reviews, approves and adopts Policy U-001 Municipal Utility Services Policy as presented.

**CARRIED**

**PW-002 Snow Removal**

**Motion 21-01-008**

Moved by Deputy Mayor Martz that Council reviews, approves and adopts Policy PW-002 Snow Removal as presented.

**CARRIED**

**PW-003 Skunk Trap Rental**

**Motion 21-01-009**

Moved by Councillor Williams that Council reviews, approves and adopts Policy PW-003 Skunk Trap Rental as presented.

**CARRIED**

**PW-004 Inspection Policy**

**Motion 21-01-010**

Moved by Mayor Wood that Council reviews, approves and adopts Policy PW-004 Inspection Policy as presented.

**CARRIED**

**PW-005 Access to Transfer Site**

**Motion 21-01-011**

Moved by Deputy Mayor Martz that Council reviews, approves and adopts Policy PW-005 Access to Transfer Site as presented.

**CARRIED**

**F-002 Unbudgeted Expenses**

**Motion 21-01-012**

Moved by Councillor Williams that Council reviews, approves and adopts Policy F-002 Unbudgeted Expenses as presented.

**CARRIED**

**F-003 Purchasing Policy**

**Motion 21-01-013**

Moved by Mayor Wood that Council reviews, approves and adopts Policy F-003 Purchasing Policy as presented.

**CARRIED**

**OLD BUSINESS:**

**Municipal Stimulus Program- Red Tape Reduction Report**

**Motion 21-01-014**

Moved by Mayor Wood that Council reviews the MSP Red Tape Reduction Report Template and approves for submission.

**CARRIED**

## **COUNCILLOR REPORTS**

### **Motion 21-01-015**

Moved by Councillor Williams that Heisler Council accepts the Council reports; Councillor Williams's verbal BREOC report, Public Works report, Public Works Manhole #21 report and Fuel Pump report, Director of Emergency Management and Bylaw Enforcement Officer report as presented.

**CARRIED**

### **CAO Report and Action List**

#### **Motion 21-01-016**

Moved by Mayor Wood that Council accepts the Action List from the December 17, 2020 regular council meeting and the December 2020 written CAO report as information.

**CARRIED**

### **Letter Municipal Affaire – Viability Review**

#### **Motion 21-01-017**

Moved by Deputy Mayor Martz that Council reviews and discusses the AB Sustainability Strategy – Self-Assessment Questionnaire with CAO.

**CARRIED**

## **FINANCIAL:**

### **Motion 21-01-018**

Moved by Councillor Williams that Village of Heisler Council accepts item # 12.1; the balanced December 2020 Financial Statements, item #12.2 Cheque Listing, item #12.3, item #12.4 MUSH Savings Account and item # 12.5 Revenue & Expenses before Audit as presented.

**CARRIED**

### **Deputy Mayor Martz Meeting & Travel Expenses**

#### **Motion 21-01-019**

Moved by Councillor Williams that Heisler Council instructs the CAO to pay Deputy Mayor Brandon Martz meeting & travel expenses for September 15 –December 17, 2020 in the amount of \$703.

**CARRIED**

### **Councillor Williams Meeting Expenses**

#### **Motion 21-01-020**

Moved by Deputy Mayor Martz that Heisler Council instructs the CAO to pay Councillor Jon Williams meeting expenses for July 10 –December 17, 2020 in the amount of \$720.00.

**CARRIED**

### **2020 Staff Christmas Gifts**

#### **Motion 21-01-021**

Moved by Mayor Wood that Heisler Village Council approves the Heisler Staff Christmas for 2020 in the amount of CAO \$100.00, PW Foreman \$100.00, Admin Assistant \$25.00 and Janitor \$25.00.

**CARRIED**

## **CORRESPONDENCE:**

### **Motion 21-01-022**

Moved by Councillor Williams that Heisler Council accepts the Correspondence items number 13.1-13.07 as information:

13.1 Village of Alliance – Letter ACP Grant Town of Killam Managing Partner

- 13.2 Town of Hardisty – Letter FRESS Recommendation Approvals
- 13.3 Village of Loughheed - Letter FRESS Recommendation Approvals
- 13.4 Flagstaff Regional Housing Group – 2021 Lodges Requisition
- 13.5 Battle River Economic Opportunities Committee – BREOC Year End Report 2020
- 13.6 Killam RCMP – Killam RCMP Statistics
- 13.7 Letter ARB and SDAB

**CARRIED**

**CONFIDENTIAL:**

**Motion 21-01-023**

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 8:31p.m.

**CARRIED**

**Motion 21-01-024**

Moved by Deputy Mayor Martz to move out of closed session and return to regular meeting at 8:32 p.m.

**CARRIED**

**Motion 21-01-025**

Moved by Councillor Williams that Council accepts the confidential items 14.1, 14.1.1, 14.2, 14.2.1, 14.3, 14.4 as information.

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

**ADJOURNMENT:**

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

X

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Bonita Wood  
Mayor

X

Heidi Rohe  
CAO