

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
January 25, 2012 @ 7:00 P. M.**

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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 Wednesday January 25, 2012 @ 7:00p.m.

**PRESENT:**

|                 |   |
|-----------------|---|
| Sean Maciborski | Mayor                                       |
| Dennis Steil    | Deputy Mayor                                |
| Kel Tetz        | Councillor                                  |
| Amanda Howell   | Interim Chief Administrative Officer        |
| Debra Moffatt   | Chief Administrative Officer, Forestburg AB |

**CALL TO ORDER:**

Mayor Maciborski called the meeting to order at 7:05 p.m.

**ADOPTION OF AGENDA:**

**Motion 420/12**

Moved by Councillor Tetz to adopt the agenda with the following changes:

**Additions:**

**Under 9.9c New Business**

Flagstaff Intermunicipal Partnership change order process

**Under 9.9d New Business**

NIC.212 Services 2012 Contract Renewal

**Under 14.6 Confidential Items**

Employee Contracts

**Under 14.7 Confidential Items**

Employee Benefits

**Deletions:**

**Under 12.2**

Acceptance of the December 2011 financial statement

**Under 14.3**

Alberta's Health, Safety and Sanitation laws

**CARRIED**

**MINUTES:**

**Motion 421/12**

Moved by Mayor Maciborski that Heisler Council approve the December 20, 2011 Regular Council meeting minutes as presented.

**CARRIED**

**PUBLIC HEARING:        NONE**

- DELEGATIONS:** 5.1 Heisler's Bylaw Enforcement Officer, Daryl Reinke  
Delegation time: 7:00 p.m.
- 5.2 Heisler's Fire Chief, Joe Martz and Deputy Fire Chief Mickey Heisler  
Delegation time: 7:30 p.m.

**Motion 422/12**

Moved by Mayor Maciborski that Heisler Council accept agenda items 5.1 and 5.2 for information.

**CARRIED**

**BYLAWS:**

**Repeal Bylaw #458/11 - The Water, Sewer and Waste Bylaw and replace with Bylaw #461-12 - The Water, Sewer and Waste Bylaw**

**Motion 423/12**

Moved by Mayor Maciborski that Heisler Village Council gives first reading to Bylaw 461-12, a bylaw to regulate the installation, construction, controlling and operating of the water and sewer supply.

**CARRIED**

**Motion 424/12**

Moved by Councillor Tetz that Heisler Village Council gives second reading to Bylaw 461-12, a bylaw to regulate the installation, construction, controlling and operating of the water and sewer supply.

**CARRIED**

**Motion 425/12**

Moved by Deputy Mayor Steil that Heisler Village Council **under unanimous consent** proceeds to third and final reading of Bylaw 461-12, a bylaw to regulate the installation, construction, controlling and operating of the water and sewer supply.

**CARRIED UNANIMOUSLY**

**Motion 426/12**

Moved by Mayor Maciborski that Heisler Village gives the third and final reading of Bylaw 461-12, a bylaw to regulate the installation, construction, controlling and operating of the water and sewer supply.

**CARRIED**

**POLICIES:**

**#1502 - Purchasing Policy**

**Motion 427/12**

Moved by Deputy Mayor Steil to adopt Policy #1502 - Purchasing Policy with the amendment of a \$2000.00 ceiling.

**CARRIED**

**OLD BUSINESS:**

**Extension of the current fire agreement**

**Motion 428/12**

Moved by Deputy Mayor Steil that Heisler Council extend the current fire agreement until March 31, 2012 pending a written request from Flagstaff County to extend the current

agreement.

**CARRIED**

**Hitching Post Request**

**Motion 429/12**

Moved by Deputy Mayor Steil that Heisler Council approve the request for a hitching post within the Village providing private property is respected.

**CARRIED**

**NEW BUSINESS:**

**IN CAMERA:**

**Motion 430/12**

Moved by Councillor Tetz to go In Camera to discuss personnel issues at 9:41pm

**CARRIED**

**OUT OF CAMERA:**

**Motion 431/12**

Moved by Mayor Maciborski to go Out of Camera at 9:50pm

**CARRIED**

**CAO Plaque**

**Motion 432/12**

Moved by Mayor Maciborski that Heisler Council approve the placement of Interim CAO Amanda Howell on the CAO Plaque in the Village Office.

**CARRIED**

**Email from Recreation Coordinator for Flagstaff County**

**Motion 433/12**

Moved by Councillor Tetz to accept the email from the County Recreation Coordinator as information.

**CARRIED**

**Letter from Municipal Affairs – 2010 Assessment Notice Package**

**Motion 434/12**

Moved by Mayor Maciborski that Heisler Council accept the letter from Municipal Affairs as information.

**CARRIED**

**Regional Bylaw Enforcement Cost Sharing Request**

**Motion 435/12**

Moved by Mayor Maciborski that Heisler Council instruct Interim CAO to inform Flagstaff Intermunicipal Partnership Coordinator that we are not in favor of pursuing a regional bylaw cost sharing program.

**CARRIED**

**Flagstaff Intermunicipal Partnership Networking Evening**

**Motion 436/12**

Moved by Deputy Mayor Steil that Heisler Council accept the invitation from F.I.P for information.

**CARRIED**

**Email from Doug Griffith's Office**

**Motion 437/12**

Moved by Mayor Maciborski that Heisler Council table agenda item 9.7 until the next regular council meeting.

**CARRIED**

**Alberta Community Icon Passport Project for 2012**

**Motion 438/12**

Moved by Mayor Maciborski that Heisler Council abstain from renewing the Alberta Community Icon Passport Project for 2012.

**CARRIED**

**Alberta Urban Municipalities Association Bi-annual Mayor's Caucus Invitation**

**Motion 439/12**

Moved by Councillor Tetz that Heisler Council accept the invitation from AUMA for information.

**CARRIED**

**Local Government Administration Association Application**

**Motion 440/12**

Moved by Mayor Maciborski that Heisler Council decline the LGAA application for 2012.

**CARRIED**

**Letter from Municipal Affairs – New Municipal Park**

**Motion 441/12**

Moved by Deputy Mayor Steil that Heisler Council accept the letter from Municipal Affairs for information.

**CARRIED**

**Flagstaff Intermunicipal Partnership Change order process**

**Motion 442/12**

Moved by Councillor Tetz that Heisler Council accept the F.I.P change order process from the January 9, 2012 F.I.P meeting.

**CARRIED**

**NIC.212 Services 2012 Contract Renewal – Bylaw Enforcement**

**Motion 443/12**

Moved by Deputy Mayor Steil that Heisler Council approve the NIC.212 Services 2012 contract renewal as presented.

**CARRIED**

**COUNCILLOR REPORTS:**

Mayor Maciborski's written report

-Flagstaff Intermunicipal Partnership from January 9<sup>th</sup>, 2012

-Flagstaff Solid Waste Management Association from January 12<sup>th</sup> and 13<sup>th</sup>, 2012 board meeting.

Deputy Mayor Steil's written report- NONE

Councillor Tetz's written report

-Flagstaff Family and Community Services from January 17<sup>th</sup>, 2012

Public Works written report- January 2012 operating report

Bylaw Enforcement Officer written report- NONE

**Motion 444/12**

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

**CARRIED**

**CAO REPORT AND ACTION LIST:**

**CAO Action List and CAO written report**

**Motion 445/12**

Moved by Councillor Tetz that Heisler Council accept the CAO action list and CAO written report from the December 20, 2011 regular council meeting as information.

**CARRIED**

**FINANCIAL:**

**Cheque Register**

**Motion 446/12**

Moved by Mayor Maciborski that Heisler Council accepts the cheque register #1009- #1074 in the amount of **\$104,085.31** for information.

**CARRIED**

**Janet Sunderman- Heisler Library Representative expenses**

**Motion 447/12**

Moved by Deputy Mayor Steil that Heisler Council approve the library representative's 2011 expenses and to instruct Interim CAO to pay Janet Sunderman **\$408.00** for her 2011 meeting and mileage expenses.

**CARRIED**

**Joe Martz- Heisler Fire Chief expenses**

**Motion 448/12**

Moved by Councillor Tetz that Heisler Council approve Fire Chief Joe Martz's 2011 expenses and to instruct Interim CAO to pay Joe Martz **\$1387.00** for his 2011 meeting and mileage expenses.

**CARRIED**

**Petty Cash expenses**

**Motion 449/12**

Moved by Mayor Maciborski that Heisler Council instruct Interim CAO to pay the petty cash expenses in the amount of **\$101.38**.

**CARRIED**

**2012 Budget for approval**

**Motion 450/12**

Moved by Mayor Maciborski that Heisler Council accept the 2012 budget with the deletion of \$2000.00 for Heisler Minor Ball.

**CARRIED**

**Invoice from Reynolds Mirth Richards & Farmer for legal fees**

**Motion 451/12**

Moved by Deputy Mayor Steil that Heisler Council approve the invoice from RMRF (matter id: 105971-003-KJW) in the amount of **\$2,849.19** and instruct interim CAO to pay said invoice in the January 2012 month end accounts payable cheque run.

**CARRIED**

**Brenda Loesch- Heisler CAO expenses**

**Motion 452/12**

Moved by Deputy Mayor Steil that Heisler Council approve Brenda Loesch's expenses and instruct Interim CAO to pay Brenda Loesch her expenses in the amount of **\$191.00** for her time and mileage while at court on November 1<sup>st</sup>, 2011.

**CARRIED**

**Invoice from Forestburg CAO- Training expenses**

**Motion 453/12**

Moved by Mayor Maciborski that Heisler Council approve invoice #20120008 in the amount of **\$983.10** and instruct Interim CAO to pay the Village of Forestburg in the January 2012 month end accounts payable cheque run.

**CARRIED**

**CORRESPONDENCE:**

- Letter from Doug Griffiths, Minister of Municipal Affairs
- Letter from Municipal Affairs, Let's Resolve education program
- Local Government Administration Association, conference information
- Epic Educational Program Innovations Center pamphlet
- Travel Alberta's presentation of "Small Town Saturday Night" information
- Volunteer Alberta Police Information checks- update
- Flagstaff Community Adult Learning, Winter Courses 2012
- Alberta Home Visitation Network Association newsletter
- Poster from Flagstaff County announcing the grand opening of the new County building
- Alberta Municipal Health and Safety Association January newsletter
- Trans Canada, Keystone Connection information brochure
- Report from Sgt. Greg Gerbrandt of the RCMP, Killam detachment
- Notice from the Association of Professional Engineers, Geologists and Geophysicist of Alberta, Public Service Announcement

- Playworks playground equipment brochure
- Intelligent Parking Lot Controller energy savings letter
- Workshop dates for Flagstaff County's new Recreation Grant Program
- 2012 Pitch-in Week pamphlet
- Battle River School Division #31, Community Input Sessions
- Letter from Leon Benoit M.P., Queens Diamond Jubilee medal recipients
- Alberta Association of Municipal Districts and Counties, Rural Routes magazine
- Alberta Health Services, EMS Dispatch Transition Update

**Motion 454/12**

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

**CARRIED**

**IN CAMERA:**

**Motion 455/12**

Moved by Councillor Tetz to go In Camera to discuss personnel issues at 11:30pm

**CARRIED**

**OUT OF CAMERA:**

**Motion 456/12**

Moved by Mayor Maciborski to go Out of Camera at 11:45pm

**CARRIED**

**Motion 457/12**

Moved by Deputy Mayor Steil that Heisler Council approve the renewal of the Public Works Foreman agreement for 2012, to accept Public Works Foreman's proposal of 4 weeks Vacation, up from 3 weeks and to accept the reduction of his hours from 6 to 4.5 hours per day from May-August.

**DEFEATED**

**Motion 458/12**

Moved by Mayor Maciborski that Heisler Council approve the renewal of the Public Works Foreman agreement for 2012, to accept the hour decrease of 1.5 hours per day from 6 to 4.5 hours in the summer months (May-August), to deny the extra week of vacation and to not grant a wage increase in 2012.

**CARRIED**

**Motion 459/12**

Moved by Councillor Tetz that Heisler Council approve the removal of the penalty on property taxes in 2011 for roll #226 and instruct Interim CAO to inform roll #226 of council's decision by sending a letter.

**CARRIED**

**IN CAMERA:**

**Motion 460/12**

Moved by Councillor Tetz to go In Camera to discuss personnel issues at 12:00am

**CARRIED**

**OUT OF CAMERA:**

**Motion 461/12**

Moved by Mayor Maciborski to go Out of Camera at 12:05am

**CARRIED**

**Motion 462/12**

Moved by Mayor Maciborski that Heisler Council accept the letter from CAO and send her a letter notifying her that Council has received her letter and looks forward to working with her as soon as she receives doctor's clearance to return to work.

**CARRIED**

**Motion 463/12**

Moved by Mayor Maciborski that Heisler Council instruct Interim CAO to send a letter to CAO, Brenda Loesch stating the reasons why she has to pay her employee premiums for insurance, and that Interim CAO invoices Brenda Loesch for total premium charges for AMSC Insurance from November, 2011 to February, 2012.

**CARRIED**

**Motion 464/12**

Moved by Mayor Maciborski that Heisler Council instruct Interim CAO to write a letter to ratepayer roll #144 informing ratepayer that Council has received his letter, that the Village of Heisler's position is unchanged, that he requires a restricted dog license and that the fee of \$100.00 doubles as of February 1, 2012.

**CARRIED**

**DATE OF NEXT REGULAR COUNCIL MEETING:**

February 22, 2012 at 7:00pm

**ADJOURNMENT:**

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 12:10am

**X**

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Sean Maciborski  
Mayor

**X**

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Amanda Howell  
Interim CAO