

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
JULY 18, 2012 @ 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 Wednesday July 18, 2012 @ 7:00p.m.

PRESENT: Sean Maciborski Mayor
Dennis Steil Deputy Mayor
Kel Tetz Councillor
Amanda Howell Interim Chief Administrative Officer

CALL TO ORDER:

Mayor Maciborski called the meeting to order at 7:20 p.m.

ADOPTION OF AGENDA:

Motion 675/12

Moved by Councillor Tetz to adopt the agenda as presented.

CARRIED

MINUTES:

Motion 676/12

Moved by Deputy Mayor Steil that Heisler Village Council approve the June 20, 2012 Regular Council meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATIONS:

Council welcomed Bob Hanewich from Select Engineering to the meeting at 7:20 p.m. He attended the meeting to discuss the progress and the next phases of the sewer upgrading project. Bob left the meeting at 8:05 p.m.

BYLAWS: NONE

POLICIES:

Policy #1211- Land Sale agreement for Lots Requiring Development Policy

Motion 677/12

Moved by Mayor Maciborski that Heisler Village Council amend policy #1211, the Land Sale Agreement for Lots Requiring Development Policy to remove the development deposit fee of \$1,000.00 and insert a two percent (2%) refundable development deposit fee which will be based on the total estimated cost of the project for all new development permit applications.

Interim CAO will add the two percent (2%) refundable development deposit fee to bylaw #470/12 – Fees and Charges bylaw, as it will pertain to all new development permit applications and will present the amended bylaw to Council at the August, 2012 Council meeting.

CARRIED

OLD BUSINESS:

Peace Officer Retention

Motion 678/12

Moved by Mayor Maciborski that Heisler Village Council accept agenda item 8.1- Peace Officer retention as information.

CARRIED

Letter from Flagstaff County- Proposed Fire Agreement

Motion 679/12

Moved by Mayor Maciborski that Heisler Village Council accept the letter from the County of Flagstaff regarding the proposed Fire Services Agreement as information.

CARRIED

County of Flagstaff proposed Fire Services Agreement for approval

Motion 680/12

Moved by Councillor Tetz that Heisler Village Council instruct Interim CAO to send a letter to the County of Flagstaff asking for the specifications of the quick response truck that the County is proposing to purchase for the Heisler Fire Department and what options will be included on it. Council would like to know if Heisler will be permitted to have any input pertaining to the equipment that will be installed on the truck and how much it will cost for the truck as Heisler's intent is to purchase a mini pumper.

CARRIED

Fire Services: Mutual Aid Agreement (Forestburg)

Motion 681/12

Moved by Mayor Maciborski that Heisler Village Council accept the proposed Mutual Aid Fire Services Agreement with Forestburg as presented. Interim CAO will write a letter to Forestburg Council informing them of Heisler Council's approval of the Mutual Aid Agreement.

CARRIED

Heisler Fire Chiefs – Discussion re: proposed Fire Services Agreement, new fire truck and fire truck call out fees

The Heisler Fire Chiefs attended the meeting at 8:05 p.m. to discuss the proposed Fire Services Agreement with Council, what kind of fire truck is needed in Heisler and what equipment should be installed on it. They also discussed the fees that Heisler will charge to Village and County residents for fire call outs. The Chiefs will discuss and decide what best suits our Fire Department and bring the information to the next Council meeting.

CARRIED

NEW BUSINESS:

Letter of proposal from potential land purchasers

Motion 682/12

Moved by Mayor Maciborski that Heisler Village Council accept agenda item 9.1 – Letter of proposal from potential land purchasers for information.

Flagstaff FCS Community Resources – Skills Link Program: Letter of Support request

Motion 683/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to write the letter of support as requested for Flagstaff Family and Community Services for their application for the federally funded Skills Link Program.

CARRIED

Flagstaff County- Small Business Appreciation Night

Motion 684/12

Moved by Mayor Maciborski that Heisler Village Council nominate Butch Robertson, Owner of Robertson's Oilfield Services LTD. and Councillor for the Town of Daysland for the Extraordinary Volunteer category in the 2012 Flagstaff County Small Business Awards.

CARRIED

Community Infrastructure Improvement Fund – Call for funding applications

Motion 685/12

Moved by Councillor Tetz that Heisler Village Council instruct Interim CAO to submit an application for grant funding from the Community Infrastructure Improvement Fund (CIIF) for the following projects; lift station upgrade, upgrade to the Christmas lights for the Village, legal fees charged to the Village and an upgrade for the playground.

CARRIED

COUNCILLOR REPORTS:

Mayor Maciborski's written report- None

Mayor Maciborski's verbal report- None

Deputy Mayor Steil's written report- None

Deputy Mayor Steil's verbal report- CAC, Crime report

Councillor Tetz's written report- None

Councillor Tetz's verbal report- Heisler Fire Department July 11/12, discussed quick response truck, took a group photo of the fire fighters, watered the ball diamonds, etc.

Public Works Operating Report- June 2012

Bylaw Enforcement Report- June 2012

Motion 686/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the above written/verbal reports for information.

CARRIED

CAO REPORT AND ACTION LIST:

CAO Action List and CAO written report

Motion 687/12

Moved by Mayor Maciborski that Heisler Village Council accept the CAO action list and CAO

written report from the June 20, 2012 Council meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 688/12

Moved by Mayor Maciborski that Heisler Village Council accept the June 16th- June 30th, 2012 cheque register #1259-#1277 in the amount of **\$30,190.68** as presented.

CARRIED

Cheque Register

Motion 689/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the July 1st- July 12th, 2012 cheque register #1278-#1294 in the amount of **\$14,051.11** as presented.

CARRIED

June 2012 – Financial Statement

Motion 690/12

Moved by Mayor Maciborski that Heisler Village Council accept the balance shown on the June, 2012 bank statement as presented.

CARRIED

Petty Cash Expenses

Motion 691/12

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to pay the petty cash expenses for July, 2012 in the amount of **\$25.28**.

CARRIED

Kel Tetz Expenses

Motion 692/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to pay Kel Tetz **\$2,117.50** in the July month end cheque run for his expenses from December, 2011 until June, 2012, including **\$577.50** for the purchase of a 4x8 utility trailer from the Martz Auction for use by public works.

CARRIED

Dennis Steil Expenses

Motion 693/12

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to pay Dennis Steil **\$1,530.00** in the July month end cheque run for his expenses from January – July, 2012 including **\$540.00** for the purchase of 20 spruce trees for the Village.

CARRIED

Invoice from Forestburg Transit Mix – Sewer lines

Motion 694/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to pay

Forestburg Transit Mix **\$170,955.23 including GST, with a 10% holdback of \$18,090.50** in the July month end cheque run after completing the sewer line upgrade in the alley between Rutherford Avenue and Aberhart Avenue.

CARRIED

Invoice for Legal Counsel – Reynolds, Mirth, Richards & Farmer LLP

Motion 695/12

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to forward payment to RMRF in the amount of **\$243.06** for representing Heisler with attendance in court and travel fees during the July, 2012 month end cheque run.

CARRIED

Invoice for Legal Counsel – Reynolds, Mirth, Richards & Farmer LLP

Motion 696/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to forward payment to RMRF in the amount of **\$1,560.95** for advice and letters written pertaining to various Village business during the July, 2012 month end cheque run.

CARRIED

Ballpark Proposal from ATCO Electric- Installation of park lighting

Motion 697/12

Moved by Mayor Maciborski that Heisler Village Council accept agenda item 12.9a- Ballpark Proposal from ATCO Electric for information.

CARRIED

Quotes from D-2 Electrical LTD. and Banjo Electric LTD. – Installation of power source in new Municipal Park

Motion 698/12

Moved by Mayor Maciborski that Heisler Village Council accept the quote from D-2 Electrical for the installation of a power source in the new Municipal Park in the amount of **\$3,945.00**.

CARRIED

Quote from Main St. Medley – Dog Signs

Motion 699/12

Moved by Councillor Tetz that Heisler Village Council accept the quote from Main St. Medley for signs that will be placed in Irene Parlby- ball diamond park that say “NO DOGS ALLOWED ON BALL DIAMONDS” made of dibond metal in the amount of **\$20.00 each, plus GST and shipping**. Interim CAO will purchase 4 signs.

CARRIED

Amanda Howell Expenses

Motion 700/12

Moved by Mayor Maciborski that Heisler Village Council approve the travel expenses of Interim CAO, Amanda Howell in the amount of **\$38.00**.

CARRIED

G.I.C Renewal

Motion 701/12

Moved by Mayor Maciborski that Heisler Village Council table agenda item 12.9d- G.I.C renewal until the next meeting.

CARRIED

Reimburse rate payer for sewer back-up cost

Motion 702/12

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to reimburse Debbie and Dennis Steil **\$315.00** that they paid to Nayman's Drain Service on July 14, 2012 for the cost to unplug a main sewer line 75-80 feet from their property.

~As Deputy Mayor Steil has a pecuniary interest pertaining to this agenda item, he abstained from voting on this motion.

CARRIED

CORRESPONDENCE:

- 13.1- Letter from Alberta Municipal Place – Employee Benefit program
- 13.2- Letter from Alberta Sport, Recreation Parks and Wildlife Foundation – Invitation to submit a bid to host 2015 Alberta 55 plus Summer Games
- 13.3- Letter from Municipal Affairs – changes to ballot box regulations
- 13.4- Letter from Municipal Affairs – Approval of the Municipal Sustainability Initiative capital grant for the new Municipal Park
- 13.5- Letter from Flagstaff County – Recreation funding 2012 unallocated funds distribution
- 13.6- Letter from Alberta Health Services – Changes to firefighter special hours of work and overtime regulations
- 13.7- Letter from Leon Benoit – Call for 2013 budget input
- 13.8- Letter from Municipal Affairs – discontinuation of two emergency management initiatives, CEMC and JEPP

Motion 703/12

Moved by Mayor Maciborski that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.8 as information and instruct Interim CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA:

Motion 704/12

Moved by Mayor Maciborski to go In Camera to discuss personal and personnel items at 10:30 p.m.

CARRIED

OUT OF CAMERA:

Motion 705/12

Moved by Mayor Maciborski to go Out of Camera at 10:45 p.m.

CARRIED

Letter from Reynolds, Mirth, Richards & Farmer LLP

Motion 706/12

Moved by Mayor Maciborski that Heisler Village Council accept the letter from RMRF for information.

CARRIED

Employee discussion

Motion 707/12

Moved by Mayor Maciborski that Heisler Village Council accept agenda item 14.2- Employee discussion for information.

CARRIED

Letter of Resignation – Sarah Clausen, STEP Student

Motion 708/12

Moved by Mayor Maciborski that Heisler Village Council accept the letter of resignation from Sarah Clausen, 2012 STEP Student, and beautification attendant/public works assistant as information.

CARRIED

Summer Employment – STEP

Motion 709/12

Moved by Mayor Maciborski that Heisler Village Council accept the employee agreement with Cashton MacAhonic, 2012 STEP Student, and beautification attendant/public works assistant as presented, with employment to commence July 9th, 2012 until August 31st, 2012.

CARRIED

Rate payer complaint

Motion 710/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to send a letter to the rate payer to inform them that Council will take their complaint under advisement.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

August 22, 2012 at 7:00pm

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 10:45 p.m.

X

Sean Maciborski
Mayor

X

Amanda Howell
Interim CAO
