

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
JULY 13, 2016 @ 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 13, 2016 @ 7:00 p.m.

PRESENT:

Kel Tetz	Mayor
Sven Bernard	Deputy Mayor
Dennis Steil	Councillor
Amanda Howell	Chief Administrative Officer

CALL TO ORDER:

Mayor Tetz called the meeting to order at 7:00 p.m.

ADOPTION OF AGENDA:

Motion 956/16

Moved by Councillor Steil to adopt the agenda as presented.

CARRIED

MINUTES:

Motion 957/16

Moved by Deputy Mayor Bernard that Heisler Village Council adopt the June 9, 2016 regular council meeting minutes as presented.

CARRIED

DELEGATIONS:

Janice Gurney at 7:05 p.m.

Ms. Gurney did not attend the council meeting for her scheduled delegation time.

Mickey Heisler at 7:35 p.m.

Council welcomed Mickey to the meeting at 7:40 p.m. He attended the meeting to update council regarding the sign to be placed at the ball diamond park entrance. The group he represents would like to replace the existing sign with the DJW Park sign; and they request to move the existing sign to the campground entrance. Council thanked Mickey for attending the meeting; he left the meeting at 7:43 p.m.

Motion 958/16

Moved by Mayor Tetz that Heisler Village Council accept the delegation of Mickey Heisler for information.

CARRIED

Brenda Loesch at 8:05 p.m.

Council welcomed Brenda to the meeting at 8:05 p.m. She attended the meeting to inform council of a dispute she is having with her neighbor to the west regarding their property boundaries and other issues. Brenda presented council written information regarding the background of the dispute, a copy of her 2007 development permit for a deck, and paperwork with signatures from rate payers supporting a relaxation. She advised council that after talking with an attorney and municipal affairs, she was told the village can grant her a relaxation of land use requirements. In addition, she requested that council develop a policy that will not allow property owners to drain/dump water onto other properties. Council thanked Brenda for attending the meeting; she left the meeting at 8:35 p.m.

Motion 959/16

Moved by Mayor Tetz that Heisler Village Council accept the delegation of Brenda Loesch for information.

CARRIED

PUBLIC HEARING: NONE

BYLAWS:

Bylaw #496-16 Fees and Charges

Motion 960/16

Moved by Deputy Mayor Bernard that Heisler Village Council gives **first** reading to Bylaw #496-16, the Fees and Charges Bylaw.

CARRIED

Motion 961/16

Moved by Councillor Steil that Heisler Village Council gives **second** reading to Bylaw #496-16, the Fees and Charges Bylaw.

CARRIED

Motion 962/16

Moved by Mayor Tetz that Heisler Village Council proceeds to **third and final** reading of Bylaw #496-16, the Fees and Charges Bylaw.

CARRIED

Motion 963/16

Moved by Mayor Tetz that Heisler Village Council by **unanimous consent** gives third and final reading to Bylaw #496-16, the Fees and Charges Bylaw.

CARRIED UNANIMOUSLY

Bylaw #497-16 Intermunicipal Assessment Review Boards

Motion 964/16

Moved by Councillor Steil that Heisler Village Council gives **first** reading to Bylaw #497-16 the Intermunicipal Assessment Review Boards Bylaw.

CARRIED

Motion 965/16

Moved by Deputy Mayor Bernard that Heisler Village Council gives **second** reading to Bylaw #497-16 the Intermunicipal Assessment Review Boards Bylaw.

CARRIED

Motion 966/16

Moved by Mayor Tetz that Heisler Village Council proceeds to **third and final** reading of Bylaw #497-16 the Intermunicipal Assessment Review Boards Bylaw.

CARRIED

Motion 967/16

Moved by Councillor Steil that Heisler Village Council by **unanimous consent** gives third and final reading to Bylaw #497-16 the Intermunicipal Assessment Review Boards Bylaw.

CARRIED UNANIMOUSLY

POLICIES:

#1207 Meeting Agenda Policy

Motion 968/16

Moved by Councillor Steil that Heisler Village Council approves the revised Meeting Agenda Policy #1207.

CARRIED

OLD BUSINESS:

Flagstaff Intermunicipal Partnership (FIP)- Regional Governance Project – Correspondence

- a) 13 Ways - Project Status Report
- b) FIP Regional Governance Project Website Launch Communications Plan

Motion 969/16

Moved by Mayor Tetz that Heisler Village Council accept the Flagstaff Intermunicipal Partnership, Regional Governance Project correspondence as information and instruct the CAO to include the titles of the letters or memos in the meeting minutes.

CARRIED

NEW BUSINESS:

Flagstaff Regional Subdivision and Development Appeal Board Agreement

Motion 970/16

Moved by Mayor Tetz that Heisler Village Council accept the amended Flagstaff Regional Subdivision and Development Appeal Board Agreement, with a change to board member remuneration to be **\$250** per full-day and **\$125** per half-day.

CARRIED

Appointment of Flagstaff Regional Subdivision and Development Appeal Board Members

Motion 971/16

Moved by Councillor Steil that Heisler Village Council appoint two new members – Doug Irving

(Hardisty) and Dan Hochhausen (Strome) for a three (3) year term expiring June 2019 to the Flagstaff Regional Subdivision and Development Appeal Board as per the Flagstaff Regional Subdivision and Development Appeal Board Agreement.

CARRIED

Intermunicipal Assessment Review Boards Agreement

Motion 972/16

Moved by Councillor Steil that Heisler Village Council accepts the amended Intermunicipal Assessment Review Boards Agreement as presented with a change to board member remuneration to be **\$250** per full-day and **\$125** per half-day.

CARRIED

Appointment of Intermunicipal Assessment Review Board Members

Motion 973/16

Moved by Mayor Tetz that Heisler Village Council appoint three new members – Jeanette Herle (Galahad), Jim Chenoweth (Forestburg), and Doug Irving (Hardisty) to the Intermunicipal Assessment Review Board for a three (3) year term expiring in June 2019, as per the Intermunicipal Assessment Review Boards Agreement.

CARRIED

Regional SCADA Systems Server Relocate

Motion 974/16

Moved by Councillor Steil that Heisler Village Council approve the move of the SCADA server from Flagstaff County to the Town of Hardisty in an attempt to isolate and eliminate communication issues with the server, under a 3-year same business day IT agreement for the server only at a cost of **\$999** per month to be funded from FIP reserves for the 1st year and then split equally between all participating municipalities for the remaining 2 years.

CARRIED

NOVA Gas Transmissions – Temporary Road Use Request

Motion 975/16

Moved by Deputy Mayor Bernard that Heisler Village Council approve the request from Nova Gas Transmissions Ltd. to temporarily (August 1-December 31, 2016) use Manning Avenue (.94 km) as an access route to a work site located south-west of Heisler with vehicles and equipment. The CAO is instructed to draft an agreement that outlines the terms and conditions of the temporary road access approval and provide it to council and NOVA Gas Transmissions Ltd. for approval and signatures, prior to granting access to the road. The agreement will include a clause that NOVA Gas Transmissions Ltd. will be liable for any reasonable costs for any damages caused to Heisler road systems and utilities.

CARRIED

Flagstaff Family & Community Services – Request for Support

Motion 976/16

Moved by Councillor Steil that Heisler Village Council approves the support request from Flagstaff Family & Community Services for the Skills Link Program. The support letters will be submitted with their funding application to Employment and Social Development Canada.

CARRIED

Community Resource Officer Project

Motion 977/16

Moved by Councillor Steil that Heisler Village Council not participate in the Community Resource Officer Project at this time, due to the limited benefits Heisler receives from the program.

CARRIED

Flagstaff Community Adult Learning – Welcoming Community Project

Motion 978/16

Moved by Deputy Mayor Bernard that Heisler Village Council accept agenda item 9.9, Flagstaff Community Adult Learning – Welcoming Community Project for information.

CARRIED

COUNCILLOR REPORTS:

Mayor Tetz's written report- None

Mayor Tetz's verbal report- Flagstaff Intermunicipal Partnership meeting-June 13/16

Deputy Mayor Bernard's written report- None

Deputy Mayor Bernard's verbal report- Flagstaff Regional Housing Group-July 5/16

Councillor Steil's written report- None

Councillor Steil's verbal report – Flagstaff Regional Solid Waste Management Association-June 27/16

Public Works Operating Report – April 30-July 11/16

- Report regarding village drainage ditch at Lot 10PUL, Block 3, Plan 872 0056

Motion 979/16

Moved by Councillor Steil that Heisler Village Council instruct the CAO to draft a letter to the property owner located at Lot 11A, Block 3, Plan 892 2013, north of the village drainage ditch (Lot 10PUL) that provides information regarding a plan to monitor the integrity of the north portion of the ditch for any future erosion or sluffing in of the side of the ditch, prior to undertaking expensive repairs.

CARRIED

Bylaw Enforcement Report – June 2016

Director of Emergency Management written report – POC (Provincial Operations Centre)

Contact Info

Motion 980/16

Moved by Deputy Mayor Bernard that Heisler Village Council accept the above written/verbal reports as presented.

CARRIED

CAO REPORT AND ACTION LIST:

Motion 981/16

Moved by Mayor Tetz that Heisler Village Council accept the CAO action list and written report from the June 9, 2016 regular council meeting as presented.

CARRIED

FINANCIAL:

Cheque Register

Motion 982/16

Moved by Deputy Mayor Bernard that Heisler Village Council accept the cheque register #20113086-#20113104 for June 1-15, 2016 in the amount of **\$15,538.16** as presented.

CARRIED

Cheque Register

Motion 983/16

Moved by Councillor Steil that Heisler Village Council accept the cheque register #20113105-#20113121 for June 16-30, 2016 in the amount of **\$8,602.42** as presented.

Petty Cash Expenses

Motion 984/16

Moved by Mayor Tetz that Heisler Village Council instruct the CAO to pay the petty cash expenses for June/July, 2016 in the amount of **\$109.30**.

CARRIED

June Financial Statement

Motion 985/16

Moved by Deputy Mayor Bernard that Heisler Village Council accept the balance shown on the June 2016 Financial Statement as presented.

CARRIED

Approval of John Deere Tractor and Implements Quote

Motion 986/16

Moved by Mayor Tetz that Heisler Village Council research prices for new equipment for comparison, and that council accept a letter from James (Butch) Robertson for information.

CARRIED

CAO Training Expenses

Motion 987/16

Moved by Deputy Mayor Bernard that Heisler Village Council approve Amanda Howell's training expense of 19 hours at regular pay minus deductions for hours worked on university course material on her own time between April 25 and June 30, 2016.

CARRIED

Hillaby's Sprayer Service - Dandelion Spraying

Motion 988/16

Moved by Councillor Steil that Heisler Village Council approves invoice #2016116 from Hillaby's Sprayer Service for weed control in the amount of **\$100** as an unbudgeted expense, and instructs the CAO to transfer the funds from general reserves.

CARRIED

CORRESPONDENCE:

- 13.1 Alberta Municipal Affairs – Municipal Safety Recognition Award
- 13.2 Flagstaff's Initiative to Relationship & Spousal Trauma Board meeting minutes May 2/16
- 13.3 Parkland Regional Library Board meeting minutes – May 19/16
- 13.4 Alberta Municipal Affairs – 2016 Gas Tax Fund Allocation
- 13.5 Alberta Recreation & Parks Association – Alberta Recreation and Parks Association and the Government of Alberta Honouring Outstanding Work in your Community
- 13.6 Flagstaff Regional Solid Waste Management Association – 2016 Spring Clean-Up Costs and Usage Information
- 13.7 Canadian Union of Postal Workers – Federal government reviewing postal service – Have your say!
- 13.8 Alberta Municipal Affairs – 2015 Conditional Operating Funding Statement of Funding and Expenditures (SFE)
- 13.9 Canadian Wireless Telecommunication Association – Recycle My Cell in Alberta
- 13.10 Interagency Minutes – June 7/16
- 13.11 Alberta Municipal Services Corporation – AMSC Services Rebate
- 13.12 Nichols Applied Management Inc. – Coal Generation Policy Shift and Community Effects
- 13.13 Flagstaff Region – County Roots Tour presented by Flagstaff County
- 13.14 Flagstaff County – Dust Control Approval
- 13.15 Town of Killam – FIP recommendations from the June 13/16 FIP Committee Meeting
- 13.16 Town of Daysland – FIP recommendations from the June 13/16 FIP Committee Meeting

Motion 989/16

Moved by Deputy Mayor Bernard that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.16 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA

Motion 990/16

Moved by Mayor Tetz to go In Camera to discuss a land, personnel, and a legal item at 9:00 p.m.

CARRIED

OUT OF CAMERA

Motion 991/16

Moved by Mayor Tetz to go Out of Camera at 10:00 p.m.

CARRIED

Personnel Item

Motion 992/16

Moved by Mayor Tetz that Heisler Village Council instruct the CAO to put out an RFP (Request For Proposals) for office janitorial services. Tenders will be accepted until August 16, 2016 at 4:00 p.m.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

August 18, 2016 at 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Tetz adjourned the meeting at 10:12 p.m.

X

Kel Tetz
Mayor

X

Amanda Howell
CAO