

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
JUNE 16, 2015 @ 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 Tuesday June 16, 2015 @ 7:00 p.m.

**PRESENT:**

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

**CALL TO ORDER:**

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

**ADOPTION OF AGENDA:**

**Motion 685/15**

Moved by Deputy Mayor Tetz to adopt the agenda with the following changes:

Additions: 12.12 – Deputy Fire Chief Expenses

14.4 – Personnel Issue

Deletions: 8.1 – Can Pak Environmental Inc. and County Envrio Pick-up – Waste Management Service – Pricing Information

12.7 –Quotes for Dust Control project

**CARRIED**

**PUBLIC HEARING:** NONE

**MINUTES:**

**Motion 686/15**

Moved by Councillor Bernard that Heisler Village Council adopt the May 12, 2015 regular council meeting minutes as presented.

**CARRIED**

**DELEGATIONS:** NONE

**POLICIES:** NONE

**OLD BUSINESS:**

**Acceptance of revised Flagstaff Intermunicipal Partnership – Protocol for Regional Cooperation**

**Motion 687/15**

Moved by Mayor Steil that Heisler Village Council accept the revised Flagstaff Intermunicipal

Partnership, Protocol for Regional Cooperation as presented.

**CARRIED**

**NEW BUSINESS:**

**A, B, C Parameters – Water Sample Results from Exova and Invoice for Approval**

**Motion 688/15**

Moved by Councillor Bernard that Heisler Village Council accept the 2015 A, B, C Parameters Water Sample Results from Exova as information. In addition, council approves the invoice from Exova #15-867901 in the amount of **\$2,221.23 including GST** as presented.

**CARRIED**

**Resignation of Trudy Wolbeck – 2015 Ball Diamond Maintenance**

**Motion 689/15**

Moved by Deputy Mayor Tetz that Heisler Village Council accepts the resignation of Trudy Wolbeck – 2015 Ball Diamond Maintenance person, effective June 6, 2015.

**CARRIED**

**Resignation of Kelly Snell – 2015 Campground Washroom Janitor**

**Motion 690/15**

Moved by Mayor Steil that Heisler Village Council accepts agenda item 9.3, resignation of Kelly Snell -2015 Campground Washroom Janitor as information.

**CARRIED**

**COUNCILLOR REPORTS:**

Mayor Steil's written report- None

Mayor Steil's verbal report- None

Deputy Mayor Tetz's written report- None

Deputy Mayor Tetz's verbal report- Flagstaff Family & Community Services – June 10/15,

Heisler Fire Department – May 19/15, Emergency Services Committee – June 2/15

Councillor Bernard's written report- None

Councillor Bernard's verbal report- None

Public Works Operating Report - May 7 – June 16/15

Bylaw Enforcement Report – May/15

Director of Emergency Management written report – May/15

**Motion 691/15**

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

**CARRIED**

**CAO REPORT AND ACTION LIST:**

**Motion 692/15**

Moved by Councillor Bernard that Heisler Village Council accept the CAO action list and written report from the May 12, 2015 regular council meeting and CAO meeting notes from May 25 and June 8/15 as presented.

**CARRIED**

**FINANCIAL:**

**Cheque Register**

**Motion 693/15**

Moved by Mayor Steil that Heisler Village Council accept the cheque register #2605-#2642 for May 1-31, 2015 in the amount of **\$20,135.14** as presented.

**CARRIED**

**Petty Cash Expenses**

**Motion 694/15**

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to pay the petty cash expenses for June 2015 in the amount of **\$25.15**.

**CARRIED**

**May 2015 Financial Statement**

**Motion 695/15**

Moved by Councillor Bernard that Heisler Village Council accept the balance shown on the May 2015 Financial Statement as presented.

**CARRIED**

**CAO, Amanda Howell's Expenses**

**Motion 696/15**

Moved by Councillor Bernard that Heisler Village Council approve the April 17-June 8, 2015 travel expenses of CAO, Amanda Howell in the amount of **\$163.00**.

**CARRIED**

**West Lift Station Upgrade - Update**

**Motion 697/15**

Moved by Councillor Bernard that Heisler Village Council accepts the quote from CEL Electrical Contractors in the amount of **\$7,340 plus GST** to complete the electrical portion of the West Lift Station Upgrade Project. The CAO will draft a letter to CEL Electric to inform them of council's acceptance of the quote.

**CARRIED**

**Quote for Gravel Overlay Project from McNabb Construction**

**Motion 698/15**

Moved by Mayor Steil that Heisler Village Council permit the CAO to accept the best quote received for the gravel overlay project.

**CARRIED**

**2015 Ball Diamond Maintenance Tender**

**Motion 699/15**

Moved by Councillor Bernard that Heisler Village Council accept the tender from Sheldon Steil for 2015 Ball Diamond Maintenance in the amount **\$850.00** from June 6 – August 15, 2015.

**CARRIED**

**~Mayor Steil abstained from voting on this item as he has a pecuniary interest in the matter**

**Parkland Regional Library Representative, Deanna Lunde Expenses**

**Motion 700/15**

Moved by Mayor Steil that Heisler Village Council instruct to the CAO to pay Parkland Regional Library Representative, Deanna Lunde's expenses for May, 2015 in the amount of **\$205.00**.

**CARRIED**

**~Deputy Mayor Tetz abstained from voting on this item as he has a pecuniary interest in the matter**

**Quote from Xylem – 2015 Lift Station Preventative Maintenance Contract**

**Motion 701/15**

Moved by Councillor Bernard that Heisler Village Council accept agenda item 12.10, Quote from Xylem – 2015 Lift Station Preventative Maintenance Contract for information.

**CARRIED**

**Cheque Register**

**Motion 702/15**

Moved by Mayor Steil that Heisler Village Council accept the cheque register #2643 – #2664 for June 1-15, 2015 in the amount of **\$15,629.65** as presented.

**CARRIED**

**Deputy Fire Chief, Mickey Heisler Expenses**

**Motion 703/15**

Moved by Mayor Steil that Heisler Village Council approve the expenses of Deputy Fire Chief, Mickey Heisler for May 24, 2015 in the amount of **\$230.00**.

**CARRIED**

**CORRESPONDENCE:**

- 13.1 Flagstaff Regional Business Partnership Breakfast – June 25/15
- 13.2 Letter from Leon E. Benoit, M.P. – New Horizons for Seniors Program
- 13.3 Email from Kelly McTavish of Canadian Institute of Planners – Great Places in Canada Contest
- 13.4 Email from Alberta Municipal Services Corporation – Information on Business Continuity/Disaster Recovery Program
- 13.5 Email from Brenda McAuley, President, Canadian Postmasters and Assistants Association – Resolution in Support of Rural Post Offices
- 13.6 Parkland Regional Library – 2014 Annual Report
- 13.7 Interagency meeting notes – June 2 & May 5-15
- 13.8 Advertisement for TerraSmart Environmental – Dust Control product
- 13.9 Flagstaff Community Medical Recruitment and Retention Committee – April 21 & February 9-15 meeting minutes
- 13.10 Letter from Workers Compensation Board – 2014 Surplus Distribution

- 13.11 Email from Murray Hampshire, Manager at Flagstaff Regional Solid Waste Management Association – Results of Free Weekend at Transfer Sites
- 13.12 Flagstaff Regional Partnership – June 1-15 meeting minutes
- 13.13 Flagstaff's Initiative to Relationship & Spousal Trauma – April 7-15 meeting minutes
- 13.14 Letter from Safety Codes Council – Information Advisory – Low Hazard Fireworks – Permits, Storage and Display and Update to Advisory
- 13.14 Open Letter to All Canadian Mayors from Canadian Federation of Independent Business
- 13.15 Letter from Alberta Government – Recreation and Physical Activity Division – 2015 Energize Workshop
- 13.16 Parkland Regional Library Board Meeting – May 14-15 Board Highlights
- 13.17 Flagstaff County 2014 Annual Report
- 13.18 Email from Flagstaff County CAO - June 10/15 county council resolutions concerning Fire Agreements and Flagstaff Intermunicipal Partnership

**Motion 704/15**

Moved by Mayor Steil that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.18 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

**CARRIED**

**IN CAMERA**

**Motion 705/15**

Moved by Mayor Steil that Heisler Village Council move In Camera to discuss land and personnel items at 8:27 p.m.

**CARRIED**

**OUT OF CAMERA**

**Motion 706/15**

Moved by Mayor Steil that Heisler Village Council move Out of Camera at 8:40 p.m.

**CARRIED**

**Unsightly Premises – Two Heisler Properties**

**Motion 707/15**

Moved by Councillor Bernard that Heisler Village Council instruct the CAO to draft a letter to the property owner at Lots 19&20, Block 2, Plan 1810 B.Q. to inform them that they must bring their property up to the standards within the Unsightly Premises Bylaw #488-15 by July 31, 2015. In addition, council instructs the CAO to draft a letter to the property owner at Lots 3-5, Block 3, Plan 1810 B.Q. to inform them that council grants them 10 days from the date of the letter to complete lawn maintenance at their property and that they must bring their property up to the standards within the Unsightly Premises Bylaw #488-15 by July 31, 2015.

**CARRIED**

**DATE OF NEXT REGULAR COUNCIL MEETING:**

July 7, 2015 at 7:00 p.m.

**ADIJOURNMENT:**

As all items on the agenda were discussed, Mayor Steil adjourned the meeting at 8:50 p.m.

X

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Dennis Steil  
Mayor

X

Amanda Howell  
CAO